

1 MINUTES

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3 The State Board of Elections Board Meeting was held on Tuesday, June 9, 2015.
4 The meeting was held in the Washington Building, Richmond, Virginia – Room B27. In
5 attendance, representing the State Board of Elections (SBE) was James Alcorn,
6 Chairman; Clara Belle Wheeler, Vice Chair, and Singleton McAllister, Secretary. Also in
7 attendance, representing the Department of Elections (ELECT) was Edgardo Cortés,
8 Commissioner; Elizabeth Howard, Deputy Commissioner, and Rose Mansfield, Clerk.
9 Kristina Stoney, Senior Assistant Attorney General and Anna Birkenheier, Assistant
10 Attorney General and Counsel to SBE and ELECT attended. Chairman Alcorn called the
11 meeting to order at 10:15AM.

12 The first order of business was the Commissioner’s Report delivered by
13 Commissioner Cortés. Commissioner Cortés provided Board members with the current
14 absentee statistics for the primary election being conducted across the Commonwealth.
15 Commissioner Cortés stated that 48 localities were conducting elections. The requests for
16 absentee ballots were nearly balanced across the two political parties and the reasons for
17 the voter requesting the absentee ballot was listed on the document provided to Board
18 members. Chairman Alcorn stated that the information was interesting and asked for a
19 historical analysis for which the Commissioner committed.

20 Commissioner Cortés stated that conversations held with several localities
21 regarding their operational status indicate that the election community was prepared and
22 statewide all polling places opened on time at 6:00AM. Chairman Alcorn asked: “Were
23 there any issues with voting equipment in those areas that have new equipment?”
24 Commissioner Cortés replied: “No, the election officers were prepared with the new
25 equipment and had no issues getting the equipment operational before the opening of the
26 polls.”

27 The next order of business was the Legal Report presented by Kristina Stoney,
28 Senior Assistant Attorney General. Ms. Stoney requested that a closed session be
29 conducted at the end of the meeting.

30 The next order of business was the public comment period. Chairman Alcorn
31 asked if there were any public comments and there were none.

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34 Chairman Alcorn then moved *to close the meeting to discuss actual and probable*
35 *litigation matters and specific legal matters requiring the provision of legal advice by*
36 *legal counsel as authorized by § 2.2-3711(A)(7) of the Code of Virginia.* Secretary
37 Wheeler seconded the motion and the Board unanimously carried the motion. Chairman
38 Alcorn directed Clara Belle Wheeler, Vice Chairman; Singleton McAllister, Secretary;
39 Kristina Perry Stoney; Senior Assistant Attorney General, Anna Birkenheier, Assistant
40 Attorney General and SBE Counsel; Edgardo Cortés, ELECT Commissioner; Elizabeth
41 Howard, Deputy Commissioner; and Rose Mansfield, Clerk to remain with the Board
42 during the closed session. The Board went into Executive Session at 10:40AM.

43 At 11:44AM Chairman Alcorn *moved to reconvene in open session and a roll call*
44 *vote was taken as required by § 2.2-3712(D) of the Code of Virginia, unanimously*
45 *certifying that during the closed meeting (i) only public business matters lawfully*
46 *exempted from open meeting requirements under this chapter, and (ii) only such public*
47 *business matters as were identified in the motion by which the closed meeting was*
48 *concerned were heard, were discussed or considered.* Vice Chair Wheeler seconded the
49 motion and the Board unanimously approved the motion. Chairman Alcorn asked if there
50 were public comments and there were none. Ms. Mansfield performed the roll call vote
51 and all Board Members approved the motion.

52 Chairman Alcorn moved *that the Board recess until 6:45PM.* Secretary
53 McAllister seconded the motion and without further comment the Board voted
54 unanimously to recess.

55 Chairman Alcorn moved that the Board reopen the meeting at 6:45PM. Vice
56 Chair Wheeler seconded the motion. The clerk conducted a role call indicating the
57 absence of Secretary McAllister. The Board unanimously approved the motion. Chairman
58 Alcorn asked if there were any public comments and there were none.

59 Chairman Alcorn moved *that the Board adjourn.* Vice Chair Wheeler seconded
60 the motion and without further comment the Board voted unanimously to adjourn. The
61 meeting was adjourned at approximately 6:46PM.

62 The Board shall reconvene on June 22, 2015 at 10:00AM in the Washington
63 Building, 1100 Bank Street, Room B27, Richmond, Virginia.

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Secretary

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Chair

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Vice Chairman

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