

***James City County Electoral Board***  
Meeting of Wednesday - Friday, November 4-9, 2020  
Office of Voter Registration and Elections  
Building Conference Room  
5300 Palmer Lane, Williamsburg, VA

Call to Order - Tom Gee, Chair, called the meeting to order at 11:08 a.m., Wednesday, November 4, 2020. Others attending were Perry DePue, Vice Chair; Kay Cheves, Secretary; Dianna Moorman, Director of Elections/General Registrar; Sheila Lohr, Deputy Director of Elections; Dot Matthews, WJCC Republican Party authorized representative; John Kern, WJCC Democratic Party authorized representative (present on Wednesday only); and a representative from Newsy.

Main Purpose of the Meeting - The main purpose of this meeting, which stretched over four business days, was a canvass of the results in the General Election held on November 3, 2020. The meeting began on Wednesday, November 4, and was completed on Monday, November 9, 2020. The canvass was carried out in accordance with Virginia law and election policy.

Wednesday, November 4

- The main business of the Board on Wednesday was a canvass of the 19 precincts located throughout James City County. Late-arriving ballots in the Central Absentee precinct will be considered on Friday.
- Provisional Voter Hearing - At 1:30 p.m. a hearing was held in Closed Session for any provisional voters who wished to address the Board. One voter appeared for the hearing and presented information regarding his/her provisional ballot. At 1:55 p.m. the Board concluded the Closed Session.
- Other Business - Following the hearing, the Board discussed several items related to the office and upcoming elections.
  - Due to the Covid-19, the annual employee holiday luncheon has been postponed from December until January or February, depending upon Covid-19 conditions at that time.
  - Volunteers – The Board unanimously endorsed Ms. Moorman’s recommendation to order 70 cups for volunteers who helped in the office during the two months before the election.
  - Budget – The Budget is due tomorrow, November 5. Ms. Moorman is requesting three additional staff people.
  - Space – Ms. Moorman is meeting with Grace Boone at the Elections Office on November 16 to discuss space needs.
  - Board of Supervisors – Ms. Moorman is making a presentation before the Board of Supervisors in December.
  - Annual Absentee Ballots – Applications for Annual Absentee Ballots will be mailed out as soon as paperwork for November election has been completed. Deadline for mailing the applications is December 15.
  - Primary Election –
    - In the event of redistricting, the usual June primary will be held on August 11.
    - The Vote Center has been reserved from April to the Saturday before the primary.
- Recess - Provisional voters have a right to present an adequate ID anytime until noon on Friday, so the Board recessed at 1:55 p.m. until 10:15 a.m. on Friday, November 6, when they will continue the canvass.

### Friday, November 6

- On Friday, the Board reconvened at 10:15 a.m. to consider the provisional ballots. Provisional Voters without an ID may present an ID until noon on Friday; none of these voters presented an ID.
- The Board recessed for lunch at 1:17 p.m. and reconvened at 2:55 to continue consideration of the provisional ballots.
- On recommendation of the Director of Elections, the Board unanimously approved 216 provisional ballots that met requirements for voting. After counting them, they were added to the votes in the 20 precincts.
- The EB recessed at 7:00 p.m. until Monday, November 9, at 10:00 a.m.

### Monday, November 9

- The EB reconvened at 10:26 a.m. on Monday to complete the canvass.
- The Board reviewed the unofficial results which had been updated to include the approved provisional ballots. With these changes, the unofficial results became the official results.
- With the official results in hand, the Director of Elections and her staff produced the final set of abstracts to file with the Virginia Board of Elections.
- After checking the abstracts to make sure the numbers were consistent with the official results, Board members signed the abstracts, completing the process.
- The Abstracts, along with sample paper ballots, will be mailed to the State Department of Elections today, one day early.
- The Board commended Ms. Moorman, Ms. Lohr, and the rest of the staff for their hard work and conducting a successful election.

### Closed Session

- Mr. DePue moved, seconded by Ms. Cheves, that the Board go into Closed Session to discuss specific personnel matters, as permitted by Section 2.2-3711(A)(1) of the Code of Virginia. The Board approved the motion by unanimous vote and moved into Closed Session at 11: 17 a.m.
- At 11:40 a.m. the Board concluded the closed session. The Board unanimously approved Mr. DePue's motion, seconded by Ms. Cheves, that only specific personnel matters, permitted by Section 2.2-3711(A)(1), were discussed in the Closed Session.

The meeting was adjourned at 11:42 a.m., Monday, November 9, 2020. A copy of the official statement of results is attached to these minutes.

Kay Cheves  
Secretary