

**James City County Electoral Board**  
Regular Meeting of April 19, 2022  
Office of Elections, Conference Room  
4092 Ironbound Road, Williamsburg, VA

**Call to Order** – Dot Matthews, Chair, called the meeting to order at 10:07 a. m. Others attending were Perry DePue, Vice Chair; Kay Cheves, Secretary; Dianna Moorman, Director of Elections/General Registrar; and Shiela Lohr, Deputy Director of Elections. It was noted that the meeting was postponed from April 12 until April 19 in order to meet in our new location.

**Approval of Minutes** – Mr. DePue moved approval of the draft minutes of the February 8, 2022, regular meeting. The minutes were approved by unanimous vote.

**VEBA Annual Meeting Review** – Ms. Matthews and Ms. Moorman attended this meeting held at the Homestead on March 18-20, 2022. Ms. Matthews reported the meeting was worthwhile and very well done.

**Director of Elections/General Registrar Monthly Report**

- **Budget Update** - Ms. Moorman reviewed the YTD 2022 and Proposed 2023 budget for the Office of Elections. (A copy of this document is attached to the minutes.) She reported the Office has received approval to purchase new cages for election supplies and equipment with FY 2022 funds.
- **Staffing** – Five full-time positions have been approved in the FY 2023 budget. The current Senior Assistant Registrar position has been reclassified to Deputy Director of Elections. The part-time position has been converted to a full-time position.
- **Space** – There was a lengthy discussion about space and the Vote Center in the new building. The EB stressed that everything, including the Vote Center, needs to be in place before early voting begins on September 23, 2022, in order for the Vote Center to be located in the new building.
- **Other**
  - Redistricting - New JCC districts and precincts have been approved unanimously by the Virginia Attorney General's Office.
  - The following documents were distributed and reviewed:
    - *Registrant Counts By Locality Historically* - 62,814 voters registered as of 4/1/22
    - *Voter Registration Requests and Changes Processed by JCC, 2007 – YTD – 3,340 as of 4/19/22*
  - Meetings
    - Ms. Moorman will attend CERA training sessions in Virginia Beach June 5-11.
    - ELECT Annual Training will be in 5 locations. James City County's training will be August 10 in Fredericksburg.
    - The VRAV Annual Conference will be on August 1-3, 2022 in Roanoke. Ms. Moorman, Ms. Lohr, and Mr. Hawley plan to attend.

**Other Business** – There was no other business.

**Adjourn** – The meeting was adjourned at 12:05 p.m.

**Next Meeting** – Tuesday, June 14, 2022

Respectfully submitted,



Kay Cheves, Secretary