

## **JAMES CITY COUNTY ELECTORAL BOARD**

Regular meeting of Tuesday, August 19, 2025

First Floor Conference Room

JCC Office of Elections, 4095 Ironbound Road

Williamsburg, Virginia

**Call to Order** - Dot Matthews, Chair, called the Electoral Board (EB) meeting to order at 10 a.m. Others attending were Dr. Curt Stoldt, Vice Chair; Kay Cheves, Secretary; Dianna Moorman, Director of Elections/General Registrar; the Chief Deputy Coordinator; and two observers.

**1 Approval of Minutes** - Dr. Stoldt moved approval of the Draft Minutes of the May 13, 2025, Regular Meeting, as presented, and the Draft Minutes of the June 17<sup>th</sup> Democratic Primary Election Canvass, as presented. Ms. Matthews seconded the motion that was approved by unanimous vote.

### **2. Director of Elections/General Registrar's Monthly Report**

#### **November General Election**

- ***I Voted* stickers** – New *I Voted* stickers for voters and youth have been designed and ordered from a new vendor that is charging less than the previous vendor. In 2026, there will be a custom sticker commemorating James City County's 250<sup>th</sup> anniversary.
- **November Ballot Approval** - The ballots have been submitted to the Virginia Department of Elections for approval. There are four unique ballot groups.
- **Tents** – Ms. Moorman is working with JCC for tent placement. The party chairs will be present when drawing for location takes place. There will be one tent for independent candidates.
- **Classes** – Information about training classes for election officers will be available this week.
- **Logic and Accuracy Testing (L&A Testing)**
  - OVO and OVI – Friday, September 12 at 9 a.m. (Vote Center)
  - Mini High-Speed Scanner – Friday, September 26 at 9 a.m. (Mtg Room A)
- **Registered Voters** – The number of registered voters continues to grow. As of 8/1/2025, there were 65,473 registered voters.
- **New Equipment** - Four space heaters have been ordered for use at precincts that turn off the heat on Election Day. A podium has been ordered for the Vote Center.

**Voter Registrars Association of Virginia (VRAV)** – Ms. Moorman and the Chief Deputy Coordinator attended the VRAV Annual Meeting on August 3-6 in Roanoke. Ms. Moorman is an at-large member of the VRAV Executive Committee.

**Vote Center Emergency Door** – Ms. Moorman has sent a letter to JCC General Services with copies of letters from Homeland Security, JCC Police and JCC Risk Management supporting the request for an Emergency Door from the Vote Center room.

**Motion:** Ms. Matthews moved the Electoral Board formally request and urge James City County to install an emergency exit from the Vote Center Room for security and safety purposes. Dr. Stoldt seconded the motion that passed unanimously.

**3. Public Comment - None**

**4. Other Business**

- Ms. Matthews attended VEBA Regional meeting in Newport News on Monday, August 11. A representative from Accomack County made a special effort to locate a member of the JCC EB in order to ask her to express the Accomack County EB's appreciation to Ms. Moorman for a form she had designed
- Dr. Stoldt announced he probably was not going to serve another term, regardless of the outcome of the November election.
- The EB agreed to meet the 1<sup>st</sup> Tuesday of October, October 7<sup>th</sup>.

**5. Closed Session** – At 10:29 a.m. Dr. Stoldt moved the Board go into Closed Session for the purpose of discussing security and personnel matters. Ms. Matthews seconded the motion that was approved by unanimous vote. At 10:49 a.m., the EB concluded the Closed Session. Dr. Stoldt moved the Electoral Board certify that the only matters discussed were voting security and personnel matters, as permitted by Virginia Code Section 2.2-3711 Ms. Matthews seconded the motion that passed by a vote of 3-0.

**6. Adjournment** – At 10:50 a.m., Ms. Cheves moved the EB adjourn. Dr. Stoldt seconded the motion which passed by unanimous vote.

**Next Meeting** – Tuesday, September 9, 2025, at 10 a.m.

Respectfully submitted,



Kay Cheves, Secretary