

JAMES CITY COUNTY ELECTORAL BOARD

Regular meeting of Tuesday, September 9, 2025

JCC Office of Elections, 4095 Ironbound Road

Meeting Room A

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 three observers.

Approval of Minutes - Dr. Stoldt moved approval of the Draft Minutes of the August 19, 2025, Regular Meeting, as presented. Ms. Matthews seconded the motion that was approved by unanimous vote.

Director of Elections/General Registrar's Monthly Report

- Early Voting begins next Friday, September 19.
- The Absentee Voting Coordinator will be out until further notice. She is recovering from a shattered foot.
- Logic and Accuracy (L & A) Testing
 - OVO and OVI, Friday, September 12, (Vote Center)
EB members will observe on the following schedule

8:30 - 11:30	Ms. Matthews
11:30 - 2:30	Dr. Stoldt
2:30 - finished	Ms. Cheves
 - Mini High-Speed Scanner, Friday, September 26 at 9 a.m. (Mtg Room A)
Ms. Matthews and Ms. Cheves will observe.
- Vote Center Security and Safety - No decision has been made about the installation of the requested Emergency Exit door. James City County has indicated installation of this door must be funded with funds allocated for the current Elections Office budget. If not, it will be another year before the door would be funded by JCC.
Motion: Dr. Stoldt moved that the Electoral Board send a strongly worded letter to James City County in support of installing a door in the Vote Center. Ms. Matthews seconded the motion that was approved by unanimous vote.
- Machines - The Vote Center will have 2 OVO machines for a General Election and 1 OVO for a Primary Election.
- "I Voted" stickers with the 3 Jamestown ships have been purchased and received from a new vendor that charged less than the previous one.

November 2025 General Election Preparation

- Training Sessions have been scheduled and will be held in the Vote Center.
- Registration – There are 65,609 registered voters YTD.
- Tents – Both political parties and Independents will have two spaces each to place tents. There will be a drawing on Wednesday, September 11, to determine the location of the spaces.
- 40 ft. Line - The orange 40' line from any entrance will be painted next week.
- Emptying Ballot Boxes – The Virginia Code says ballot boxes shall be emptied when the box is full (between 4,000-4,500 ballots). JCC Ballot Boxes will be emptied when the number of ballots reaches 4,000. In the past, the ballot boxes have been emptied daily.

- Election Certification - This year the Veteran's Day holiday is on the Tuesday following the General Election. This is the day an Election is usually certified. However, ELECT has not decided yet if this is the day the November General Election should be certified.
- Risk Limiting Audit (RLA)– James City County is eligible to be selected for a RLA again.

Appointment of NEW Election Officers -There are 16 new Election Officers on the list provided with today's meeting materials.

Motion: Ms. Matthews moved we appoint all 16 Election Officers on the list. Dr. Stoldt seconded the motion that was approved unanimously.

Public Comment – One observer spoke during the Public Comment time.

Other Business – There was no other business.

Adjournment – At 10:46 a.m., Dr. Stoldt moved the EB adjourn. Ms. Matthews seconded the motion which passed by unanimous vote.

Next Meeting – Tuesday, October 7, 2025, at 10 a.m.

Respectfully Submitted,



Kay Cheves, Secretary