

OFFICIAL MINUTES
JAMES CITY COUNTY ELECTORAL BOARD MEETING
November General Election Canvass
November 5, 7, 10, 12, 2025
First Floor Conference Room
Office of Elections, 4095 Ironbound Road
Williamsburg, Virginia

Wednesday, November 5: The James City County Electoral Board (EB) met on Wednesday, November 5, 2025, to begin a Canvass of the results of the General Election held on Tuesday, November 4, 2025. The Canvass was carried out in accordance with Virginia law and election policy. Present were Dot Matthews, Chair; Dr. Curtis Stoldt, Vice Chair; Kay Cheves, Secretary; Dianna Moorman, Director of Elections/General Registrar; and the Deputy Director of Elections. Two observers were present. Ms. Matthews called the meeting to order at 11:04 a.m. The EB commended the JCC Office of Elections staff for their leadership and hard work that resulted in a successful election.

The main business of the Board on Wednesday was a Canvass of the 18 precincts located throughout James City County. After a review of the Canvass schedule, Ms. Matthews made the following motion, effective for future elections: Resolved, it shall be the policy of the James City County Electoral Board to hold the Provisional Ballot Hearing at 2:00 p.m. and the Canvass at 2:30 p.m. Dr. Stoldt seconded the motion that passed unanimously.

The Board began the Canvass at 11:27 a.m. and recessed for lunch at 12:36 p.m. They reconvened at 1:30 p.m. and went into Closed Session for the Provisional Hearing to allow voters casting provisional ballots to present information regarding their qualifications to vote in the precinct where they cast their provisional ballot. No provisional voters were present and the Provisional Hearing was closed. The Board returned to open session at 1:35 p.m. to complete the Canvass of the votes cast in Election Day Precincts, CAP AB, and CAP-EV. The Canvass was completed at 2:55 p.m. The EB recessed at 2:57 p.m. until 11 a.m. on Friday, November 7.

Friday, November 7: The Board reconvened the Canvass at 11:19 a.m. Present were Ms. Matthews, Dr. Stoldt, Ms. Cheves, Ms. Moorman, the Deputy Director of Elections; and two observers. The EB recessed for lunch at 1:29 p.m. until 2:34 p.m. One observer was present. The Board went into closed session for consideration of Provisional Ballots at 3:22 p.m. Representatives of both political parties were observers. The Board returned to open session at 4:45 p.m. Ms. Matthews moved that all ballots considered today be tentatively adopted, pending further information presented on Wednesday, November 12. Dr. Stoldt seconded the motion that passed with a unanimous vote. The EB recessed at 5 p.m. until Monday, November 10, at 2 p.m.

Monday, November 10: The Board reconvened the Canvass at 2:00 p.m. Present were Ms. Matthews, Dr. Stoldt, Ms. Cheves, Ms. Moorman, and the Deputy Director of Elections. There were no observers. The EB recessed at 2:48 p.m. until Wednesday, November 12, at 10 a.m.

Wednesday, November 12: The Board reconvened the Canvass at 10:10 a.m. Present were Ms. Matthews, Dr. Stoldt, Ms. Cheves, Ms. Moorman, and the Deputy Director of Elections. An observer arrived at 10:32 a.m. Ms. Matthews moved the EB go into closed session to consider the provisional Ballots. Dr. Stoldt seconded the motion that was approved by unanimous vote. The EB completed review of the provisional ballots at 12:12 p.m. and went into open session. Dr. Stoldt moved the Electoral Board certify that the only matters discussed in the Closed Session were the qualifications of provisional voters, as permitted by Virginia Code Section 24.2-653. Ms. Cheves seconded the motion that was passed by unanimous vote. The EB provisionally accepted 333 of the 354 provisional votes cast in the November General Election. Ms. Matthews moved all ballots provisionally approved be officially approved. Dr. Stoldt seconded the motion that passed unanimously. The EB recessed at 12:45 p.m. until 3 p.m. (later changed to 6 p.m.).

The Board reconvened the Canvass at 6:14 p.m. Present were Ms. Matthews, Dr. Stoldt, Ms. Cheves, the Deputy Director of Elections, and one observer. With the final results in hand, the Director of Elections/General Registrar and the JCC Office of Elections staff produced the final set of abstracts to file with the Virginia Board of Elections. After checking the abstracts to make sure the numbers included tentatively approved provisional ballots and were consistent with the final results, EB members signed the abstracts, completing the Canvass process. At 6:34 p.m. Dr. Stoldt moved to adjourn the Canvass of the November 4, 2025, General Election. Ms. Matthews seconded the motion that passed by unanimous vote.

Next Meeting: The next meeting of the Electoral Board will be Friday, December 5, 2025. The Chiefs Roundtable will be Tuesday, November 18, in the First Floor Conference Room.

Respectfully submitted,



Kay Cheves
Secretary