

JAMES CITY COUNTY ELECTORAL BOARD

Regular meeting of Tuesday, December 5, 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 10:01 a.m. Others attending were Dr. Curt Stoldt, Vice Chair; Kay Cheves, Secretary; Dianna Moorman, Director of Elections/General Registrar; the Deputy Director of Elections; and one observer.

This is Dr. Stoldt's last day as a member of the JCC Electoral Board. Both Election Office staff members and Electoral Board members expressed thanks for his help and work as an Electoral Board member and former election officer and extended very best wishes for the future.

Approval of Minutes – Ms. Matthews moved approval of the October 7th Draft Minutes. Ms. Cheves seconded the motion that was approved by unanimous vote. Ms. Matthews moved approval of the Draft Minutes of the November 2025 General Election Canvass. Ms. Cheves seconded the motion that was approved unanimously

Director of Elections/General Registrar's Monthly Report/Preparations for 2026

- There is a possibility there will be four elections in 2026.
- Budget Request - Two additional full-time positions, effective 7-1-26, are being requested to staff the office: Front Desk Position and Infrastructure Support Position.
- Election Officers – Ms. Moorman is proposing a \$50 increase in pay for EO who work on Election Day.

MOTION: Ms. Matthews moved we increase the pay for Election Day Election Officers by \$50. Dr. Stoldt seconded the motion that was approved unanimously.

- The Elections Office is already preparing for the next election by gathering materials, packing supplies, etc.
- New JCC Budget Request
 - 50 new voting booths have been requested for this year and 50 new voting booths have been requested for next year.
 - These booths would replace the 125 voting booths we received for free over a decade ago from Fairfax County who received them from Washington State.
- Federal Voting Assistance Grant Programs Request - A grant request for \$215,000 in federal funds to purchase the following items has been submitted:
 - 22 polling place security equipment carts
 - 2 secure poll pad charging carts
 - 3 emergency wheeled message boards on the trailers
 - 1 20-foot secure enclosed utility trailer

Public Comments – The observer had a question about Election Night reporting. Speakers were reminded this is a time for comments only.

Other Business - There was no other business.

Adjournment – At 10:52 a.m. Ms. Matthews moved the EB adjourn. Dr. Stoldt seconded the motion which passed by unanimous vote.

Next Meeting – Tuesday, January 13, 2026

Respectfully submitted,

A handwritten signature in blue ink that reads "Kay Cheves". The signature is written in a cursive style with a long, sweeping tail on the letter "s".

Kay Cheves

Secretary