



FREDERICK COUNTY ELECTORAL BOARD

Mary Strenko

Chairman

Kay Dawson

Vice-Chairman

Lynnette Embree

Secretary

343 Sunnyside Plaza Drive, Winchester, Virginia

22603

Final Minutes Frederick County Electoral Board Monday, April 15, 2024

The Frederick County Electoral Board met on Monday, April 15, 2024. Those present were Chairman Mary Strenko, Vice-Chairman Kay Dawson, Secretary Lynnette Embree, Registrar Rich Venskoske, and Senior Deputy Registrar Diane Lockhart.

Guests present: Sherry Long and Delores Stottlemeyer.

- 1.) Chairman Mary Strenko called the meeting to order at 8:30 a.m.
- 2.) A motion to adopt the agenda presented was made by Vice-Chairman Kay Dawson and seconded by Secretary Lynnette Embree. The motion passed unanimously.
- 3.) Secretary Lynnette Embree made a motion to approve the minutes from the March 28, 2024, meeting. Chairman Mary Strenko seconded the motion. Two members voted to approve the March 28, 2024, minutes. Vice-Chair Kay Dawson abstained due to her absence on March 28, 2024.
- 4.) Old Business:
 - a. The Chief and Assistant Chief meeting held on Thursday, April 11, 2024, went well. There was some discussion about having extra training that is focused on closing at the end of the day. Registrar Venskoske and the Electoral Board will research this.
 - b. Officer of Election assignment for the June 18, 2024, primary is about half done. The Electoral Board will have another work session next week to finish the assignments.
 - c. Registrar Venskoske showed the Electoral Board a ballot with the candidates for the June 18, 2024, Republican Party U.S. Senate race. There are five candidates running for one seat.
 - d. In June 2020, the turnout for the June primary was about 6.3%.
 - e. Early voting starts on Thursday, May 2nd at the Registrar's Office.
 - f. Both James Wood High School and Armel Elementary School are undergoing some construction this summer that could have caused the moving of precincts from those locations. Registrar Venskoske has spoken with both principals and

the hallway at James Wood and the cafeteria at Armel will be used for precinct locations.

5.) New Business:

- a. The Electoral Board agreed to order ballots for 15% of registered voters for the Republican Party Primary and adding a bit more to those precincts that normally have a larger turnout.
- b. The Logic and Accuracy (L&A) testing will be on Tuesday, April 23, at 9:00 a.m. This L&A testing will be for three CAP DS200 machines as well as one spare, one ExpressVote machine, one Merlin, two Pollbooks and the two Ballot on Demand (BOD) printers.
- c. There are roughly seven hundred permanent Republican absentee ballots. Senior Deputy Registrar Diane Lockhart will confirm the number.
- d. Senior Deputy Registrar Diane Lockhart will work on a team of folks to prepare the absentee ballots for the June 18 Republican Party Primary.

6.) Registrar Business:

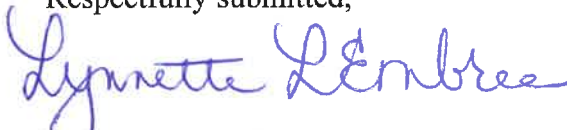
- a. The Registrar will be out of the office on April 24, April 25, and May 17, 2024.
- b. The LESS (Locality Election Security Standards) report was submitted to the Department of Elections on April 5, 2024. This report was due to the Department of Elections by March 1, 2024. Deputy Registrar Elaine Lassiter is working on the Security Plan, which is due by August 1, 2024.
- c. Issues with the doors unlocking and not re-locking have been rectified. Panic buttons have been installed.
- d. Registrar Venskoske reviewed the new laws passed by the General Assembly and those that were not passed.
- e. Registrar Venskoske will meet with the Finance Committee on Wednesday, April 17, 2024, to request funds for the June 18, 2024, Republican Party Primary. The amount of funds being requested is roughly \$72,000.
- f. Secretary Lynnette Embree made a motion to approve the purchase of one additional BOD printer, along with the appropriate license and toner. There was no second to the motion.
- g. Vice-Chairman Kay Dawson made a motion to approve the purchase of two additional BOD printers, along with the appropriate licenses and toner. Chairman Mary Strenko seconded the motion. The motion passed 2 -1.

7.) Citizen Comment:



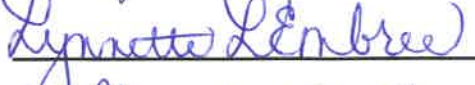
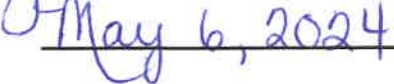
a. Those in attendance heard from Ms. Sherry Long and Ms. Delores Stottlemeyer.

- 8.) A motion to go into closed session was made by Vice-Chairman Kay Dawson and seconded by Secretary Lynnette Embree to approve Officer of Election applications. The motion passed unanimously.
- 9.) A motion to come out of closed session was made by Vice-Chairman Kay Dawson, seconded by Secretary Lynnette Embree, and passed unanimously. The review of Officer of Election applications was the only item discussed.
- 10.) Vice-Chairman Kay Dawson made a motion to approve eleven Officer of Election applications. Secretary Lynnette Embree seconded the motion. The motion passed unanimously.
- 11.) A closed work session to complete the Officer of Election appointments for the June 18, 2024, Republican Party Primary is scheduled for Tuesday, April 23, 2024, at 2:00 p.m.
- 12.) The next meeting of the Frederick County Electoral Board will be held on Monday, May 6, 2024, at 8:30 a.m.
- 13.) A motion to adjourn was made by Vice-Chairman Kay Dawson, Secretary Lynnette Embree seconded the motion. The motion passed unanimously. The meeting adjourned at 9:58 a.m.

Respectfully submitted,



Lynnette L. Embree
Secretary

 Chairman
 Vice-Chairman
 Secretary
 Date