



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, July 8, 2024

The Frederick County Electoral Board met on Monday, July 8, 2024. Those present were Chairman Mary Strenko, Vice-Chairman Kay Dawson, Secretary Lynnette Embree, Registrar Rich Venskoske, and Deputy Registrar Elaine Lassiter.

Guests: Nanci Bowers, Michelle Cox, Sherry Long, Delores Stottlemeyer, and Glenn White.

- 1.) Chairman Mary Strenko called the meeting to order at 8:30 a.m.
- 2.) A motion to adopt the agenda was made by Secretary Lynnette Embree and seconded by Vice-Chair Kay Dawson. The motion passed unanimously.
- 3.) A motion to approve the minutes from May 6, June 20, June 24 and June 25, 2024, was made by Vice-Chair Kay Dawson and seconded by Secretary Lynnette Embree. The motion passed unanimously.
- 4.) Old Business:
 - a. Registrar Venskoske gave the Electoral Board a handout with numbers from the 2020, 2021, 2022 and 2023 General Elections as well as the June 18, 2024, Republican Party Primary.
 - b. A brief discussion was held regarding the glitch with the Electronic Poll Books on June 18, 2024.
 - c. A discussion regarding staggering the terms of Officers of Election so that all Officers of Election do not expire on the same date was held. This will be discussed in more depth at a future date.
 - d. Deputy Registrar Elaine Lassiter would like to have another pizza party with Chiefs and Assistant Chiefs to discuss suggested improvements from the June 2024 Republican Party Primary, which could be implemented in the November 2024 Presidential Election. Vice-Chair Kay Dawson made a motion to have a pizza party for Chiefs and Assistant Chiefs on August 14, 2024, at 6:00 p.m. Secretary Lynnette Embree seconded the motion. The motion passed unanimously.

Deputy Registrar Lassiter would also like to have an Open House for Officers of Election, with the goal of recruiting new Officers of Election.

- e. Deputy Registrar Lassiter is also working with Integra to be sure notices are sent to the Officers of Election.

5.) New Business:

- a. Registrar Venskoske noted that the Frederick County Security Plan was submitted this past Friday, July 5, 2024.
- b. For the 2024-2025 budget, the budget remains the same. However, subscriptions for licenses have been moves to a different line item.
- c. As noted above, there will be a brainstorming session with Chiefs and Assistance Chiefs on August 14, 2024.
- d. In preparation for the November 2024 Presidential and General Election, Jordan Springs and Evendale Elementary schools need a site visit to be sure proper signage is in order.
- e. A discussion about training for Officers of Election prior to the November 2024 Presidential and General Election was had. The consensus was to do an all-day training on a Saturday and not have training in the evenings. A location to hold said training needs to be secured. Manuals are also in the process of being updated.

6.) Registrar Business:

- a. August 16, 2024, is the deadline for Red Bud School Board and Shawnee Board of Supervisors paperwork to be filed. In addition to those seats as well as the President and U.S. Senate, races for three Stephens City Town Councilors and three Middletown Town Councilors and Middletown Mayor will be on the ballot in November.

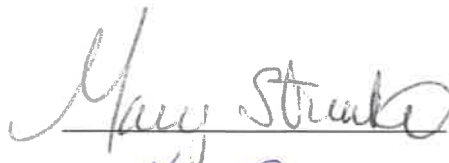

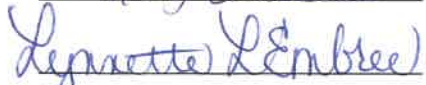
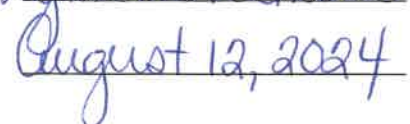
7.) Citizen Comment:

- a. Registrar Venskoske and the Electoral Board heard comments from Nanci Bowers, Michelle Cox, Sherry Long, Delores Stottlemeyer and Glenn White.
- b. Chairman Mary Strenko made a motion to ask the Frederick County Republican Party if they would like to conduct a formal investigation into the electronic pollbook error on June 18, 2024. Vice-Chair Kay Dawson seconded the motion. The motion passed 2 – 1 with Secretary Lynnette Embree abstaining.

- 8.) A motion to move into closed session for the purpose of discussing Officer of Election evaluations from June 18, 2024, was made by Secretary Lynnette Embree, seconded by Vice-Chairman Kay Dawson and 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.
- 10.) A motion to move into closed session for the purpose of approving new Officer of Election applications was made by Secretary Lynnette Embree, seconded by Vice-Chair Kay Dawson and passed unanimously.
- 11.) Vice-Chair Kay Dawson made a motion to come out of closed session. Secretary Lynnette Embree seconded the motion and the motion pass unanimously.
- 12.) Vice-Chairman Kay Dawson made a motion to approve twenty-six Officer of Election applications and decline two. Secretary Lynnette Embree seconded the motion. The motion passed unanimously.
- 13.) A motion to adjourn was made by Vice-Chair Kay Dawson, seconded by Secretary Lynnette Embree and passed unanimously. The meeting adjourned at 10:43 a.m.
- 14.) The next meeting of the Frederick County Electoral Board is scheduled for Monday, August 12, 2024, at 8:30 a.m.

Respectfully,

Lynnette Embree, Secretary

 Chairman
 Vice-Chairman
 Secretary
 Date