



FREDERICK COUNTY ELECTORAL BOARD

Kay Dawson

Paige Manuel

Mary Strenko

343 Sunnyside Plaza Drive, Winchester, Virginia

Chairman

Vice-Chairman

Secretary

22603

Final Minutes

Frederick County Electoral Board

Monday, January 13, 2025

The Frederick County Electoral Board met on Monday, January 13, 2025. Those present were Chairman Mary Strenko, Vice-Chairman Kay Dawson, and Electoral Board member H. Paige Manuel, and Registrar Rich Venskoske.

Also Present: Pamela Kennedy, Sherry Long, Delores Stottlemeyer, Linda and Vaughn Whitacre, Nanci Bowers, Bryan Nuri.

- 1.) Chairman Mary Strenko called the meeting to order at 8:30 a.m.
- 2.) Vice-Chairman Kay Dawson made a motion to make amendments to the agenda, under Old Business FOIA updates and a recap of the June 18, 2024, Election. Discussion of our next meeting time and date. Citizens' Comments and recording the meeting. H. Paige Manuel seconded the motion. The motion passed unanimously.
- 3.) A motion to approve the minutes from December 9, 2024, was made by Vice-Chairman Kay Dawson and H. Paige Manuel seconded the motion. The motion was approved unanimously.
- 4.) Old Business:
 - a. There was a follow-up/de-briefing meeting on November 5, 2024, with the Chiefs and Assistant Chiefs for the November 2024 General and Special Election. A lot of good feedback was provided by the OOE's. Major concerns were Observers and being able to contact the Registrar's Office.
 - b. F&R Room – Contractors are still working on it. As of right now it is still a work in processes.

- c. Security Cameras and CCTV – The County and Fire and Rescue will be working Rich on installing their half of the cameras and CCTV as well as the cost of installation and monthly fees.
- d. FOIA Update – Per Kays’s request, Rich reviewed on going FOIA requests.
- e. June 18, 2024, update – Per Kays request, she asked that Rich brief Paige on the issue with the June 18, 2024, Election. Paige stated that he had read the newspaper and did not have any further questions.

5.) New Business:

- a. Per § 24.2 – 106 Electoral Board reorganization.
 - i Kay Dawson – Chairman
 - ii H. Paige Manuel – Vice- Chairman
 - iii Mary Strenko – Secretary
- b. OOE for 2025 – Timeline will be discussed at our meeting the 1st week of February.

6.) Registrar Business:

- a. Goals for 2025 – Timeline
 - i Public and in-house education.
 - ii Streamlining office procedures
 - iii Creating an up-to-date Deputy Registrar Manual
 - iv Putting the Poll workers guide online so that it is downloadable.
 - v OOE monthly notices.
- b. Registrar Venskoske is still working with the Human Resources Department and plans to advertise the Deputy Registrar position in early 2025.
- c. Inclement Weather — In the event of inclement weather, the Registrar's Office follows the Frederick County Administration policy.

- 7.) Miscellaneous — Secretary Mary Strenko motioned to have the board take over training for the upcoming election in June for the OOE's, Vice-Chairman Paige Mauel seconded it. The motion was approved unanimously.
- 8.) Citizen Comment — Miscellaneous people spoke on a variety of subjects.
- 9.) Secretary Mary Strenko made a motion to go into closed session to discuss new OOE application (Va. Code § 2.2 – 371 (A)(1)). Vice-Chairman H. Paige Manuel seconded the motion, and the motion passed unanimously.
- 10.) Secretary Mary Strenko made a motion to come out of closed session. Vice-Chairman H. Paige Manuel seconded the motion. The motion passed unanimously.
- 11.) Vice-Chairman H. Paige Manuel made a motion to except all the OOE application, Secretary Mary Strenko seconded the motion, and the motion passed unanimously.
- 12.) The next meeting of the Frederick County Electoral Board will be held on Tuesday, February 4, 2025, at 9:00 a.m. in the Registrar's Office.
- 13.) A motion to adjourn was made by Vice-Chairman H. Paige Manuel, seconded by Secretary Mary Strenko and passed unanimously.

Respectfully,

Mary Strenko, Secretary

Chairman Ray Danson

Vice-Chairman H. Paige Manuel

Secretary Mary Strenko

Date Feb. 4, 2025