

Dinwiddie County Electoral Board

14016 Boydton Plank Road, Dinwiddie, Virginia 23841

Board Members Present

Emma Ruffin – Chair
James Talbot – Secretary



Staff Present

Stephanie Wray, Registrar

Minutes

January 10, 2024

11:00 AM

1. Call to Order/Roll Call

The meeting was called to order at 11:00 AM.

2. Prayer

3. Pledge of Allegiance

4. Approval of the Agenda

Upon motion of James Talbot, seconded by Emma Ruffin, the agenda was approved as presented.

Aye: James Talbot, Emma Ruffin

No: None

5. Nomination and Approval of Officers for Calendar Year 2024:

a. Chair

Upon motion of James Talbot, seconded by Emma Ruffin, Emma Ruffin was nominated to serve as Chair for calendar year 2024.

Aye: James Talbot, Emma Ruffin

No: None

b. Secretary

Upon motion of Emma Ruffin, seconded by James Talbot, James Talbot was nominated to serve as Secretary for calendar year 2024.

Aye: James Talbot, Emma Ruffin

No: None

c. Vice Chair

Upon motion of Emma Ruffin, seconded by James Talbot, Angela Mayton was nominated to serve as Vice Chair for calendar year 2024 upon taking her oath.

Aye: James Talbot, Emma Ruffin

No: None

6. Approval of Minutes

Upon motion of James Talbot, seconded by Emma Ruffin, the following minutes were approved as amended by Ms. Worssam and Ms. Wray.

- October 11, 2023, October 23, 2023, Canvass of the November 7, 2023 Election, December 13, 2023, and December 21, 2023

Aye: James Talbot, Emma Ruffin

No: None

7. Public Comments

There were no public comments.

8. New Business:

a. 2024 Meeting Calendar

Ms. Wray presented a proposed meeting calendar based on the requirements of the Electoral Board and the calendar provided by ELECT.

Upon motion of James Talbot, seconded by Emma Ruffin, the attached calendar was approved as presented, and can be amended as needed.

Aye: James Talbot, Emma Ruffin.

No: None

b. Electoral Board Bylaws

Ms. Wray presented proposed bylaws at the request of Mr. Talbot. The bylaws are based on those of the Board of Supervisors and other various boards and commissions.

Upon motion of James Talbot, seconded by Emma Ruffin, the attached Bylaws were approved as presented.

Aye: James Talbot, Emma Ruffin.

No: None

c. 2024-2025 Budget Request

Ms. Wray presented a proposed budget request. A discussion was had regarding new voting machines. It is the pleasure of the Board to request funding for 19 new voting machines from ESO, which will not require the purchase of new ADA accessible machines. Also discussed was the regrade request of the Deputy Registrar position and the request for part time hours for an absentee coordinator to assist during the November Presidential Election only. Finally, Ballot on Demand was discussed, with the decision to approach this at the end of Fiscal Year 24 if there are surplus funds available.

Upon motion of James Talbot, seconded by Emma Ruffin, the attached budget request was approved as presented.

Aye: James Talbot, Emma Ruffin.

No: None

9. Old/Unfinished Business

a. Discussion and Review of Delegation of Duties Resolution

Upon motion of James Talbot, seconded by Emma Ruffin, this discussion will be tabled until the January 24, 2024 meeting.

Aye: James Talbot, Emma Ruffin.

No: None

10. Adjournment

Upon motion of James Talbot, seconded by Emma Ruffin, the meeting was adjourned at 12:44 PM.

Aye: James Talbot, Emma Ruffin.

No: None