

Dinwiddie County Electoral Board

14016 Boydton Plank Road, Dinwiddie, Virginia 23841

Board Members Present

Emma Ruffin – Chair
Angela Mayton – Vice-Chair
James Talbot – Secretary



Staff Present

Stephanie Wray, Registrar

Minutes

July 16, 2025, 11:13 AM

1. Call to Order/Roll Call

The meeting was called to order at 11:13 AM and roll taken; Angela Mayton (via telephone), Emma Ruffin, James Talbot all present.

2. Prayer & Pledge of Allegiance

The Lord's Prayer and Pledge of Allegiance were said.

3. Approval of the Agenda

Upon motion of J. Talbot, seconded by A. Mayton, the agenda was approved as presented.

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

4. Approval of Minutes

Upon motion of J. Talbot, seconded by A. Mayton, the minutes for the Canvas of the June 17, 2025, Democratic Primary were approved as presented.

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

5. Reports

There were no reports given.

6. Public Comment

There were no public comments.

7. Closed Session:

a. 2.2-3711 (A) (1) Personnel: General Registrar Performance Evaluation

At 11:16 AM, upon motion of J. Talbot, seconded by A. Mayton, the Board went into a closed session.

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

Upon motion of J. Talbot, seconded by A. Mayton, the Board came out of Closed Session at 11:40 AM.

Aye: Angela Mayton, James Talbot, Emma Ruffin.
No: None

Upon motion of J. Talbot, seconded by A. Mayton, whereas no member has made a statement that was a departure from the lawful purpose of the closed meeting or the matters identified in the motion discussed, be it certified that only those matters as were identified in the motion were heard, discussed, or considered in the closed meeting.

Aye: Angela Mayton, James Talbot, Emma Ruffin.
No: None

8. New Business:

A. Resolution: Delegation of Duties

Upon motion of J. Talbot, seconded by A. Mayton, the following resolution was approved.

Resolution Regarding the Delegation of Electoral Board Duties to the General Registrar/Director of Elections

WHEREAS, The Electoral Board of Dinwiddie County recognizes its duties as defined by the State Code of Virginia; and

WHEREAS, the mission of the Electoral Board of Dinwiddie County is to ensure fair, legal, equitable, accurate and secure elections for the citizens of Dinwiddie County; and

WHEREAS, it is acknowledged by the Electoral Board of Dinwiddie County that the State Code of Virginia allows for delegation of the majority of the Electoral Board duties to the General Registrar/Director of Elections; and

WHEREAS, the Electoral Board of Dinwiddie County believes that in order to accomplish the mission of the Board, it is imperative that duties be delegated to the General Registrar/Director of Elections and the delegation of said duties is a common practice among localities in the Commonwealth of Virginia; and

WHEREAS, The Electoral Board acknowledges that they are responsible for ensuring the delegated duties are completed according to the State Code of Virginia through supervision and communication.

THEREFORE BE IT RESOLVED, by the Electoral Board of Dinwiddie County, that the attached duties that are allowable to be delegated by the State Code of Virginia be delegated to the General Registrar/Director of Elections and any duties that arise that are not listed will be discussed on a case by case basis.

THEREFORE BE IT FURTHER RESOLVED, that the General Registrar/Director of Elections accepts the delegation of duties as prescribed by the Electoral Board of Dinwiddie County in her role as Director of Elections, and that the General Registrar will communicate with the Electoral Board regarding such duties, requesting assistance when needed.

Aye: Angela Mayton, James Talbot, Emma Ruffin.
No: None

9. Schedule Next Meeting

The next meeting is scheduled for August 20, 2025.

10. Adjournment:

Upon motion of A. Mayton, seconded by J. Talbot, the meeting was adjourned at 11:49 AM.

Aye: Angela Mayton, James Talbot, Emma Ruffin.

No: None

Submitted by,

James Talbot, Secretary