



## City of Franklin, Virginia Electoral Board

Gary Wyse - Chairman; Doris Artis - Vice Chairman and Purlie E. Banks - Secretary.

### FINAL MINUTES

**Location of Meeting:** Franklin Emergency Services  
100 South Main Street  
Franklin, VA 23851

**Date:** September 13, 2022

**Attendance:** Doris Artis, Purlie E. Banks, Gary Wyse

**Visitor:** Jennifer Maynard, General Registrar

Following the Logic and Accuracy Testing, the Electoral Board on the above date. The meeting was called to order at 1:06 pm. The agenda was presented for review/approval. Purlie E. Banks requested that the letter to the Franklin Sportsman's Association be included on the agenda. Doris Artis motioned to include the letter on the agenda. Purlie E. Banks seconded it. Motion passed unanimously. Jennifer Maynard requested the "Virginia Printer's Oath" be included on the agenda. Per Purlie E. Banks, the General Registrar does not have the authority to add anything to the agenda. A board member will have to make the motion. Doris Artis moved to add the "Virginia Printers' Oath" to the agenda. Purlie E. Banks seconded it. Motion passed unanimously.

#### **Review Budget**

Gary Wyse asked the General Registrar when is the Budget submitted to the City Manager? Per Jennifer Maynard, the budget is normally worked on at the beginning of the year. A request was made for the Board to review the budget prior to submitting it to the City Manager.

#### **Approval of Minutes**



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Draft Minutes dated September 13, 2022

The minutes dated June 28, 2022, was amended to include in the third sentence "and also, the evaluation period did not end until June 30, 2022". Addition noted and addition included in "Final Minutes." Per Purlie E. Banks, on Page 3, Numeric number 3, it should be "Franklin Business Center" instead of "Incubator". Correction noted. Doris Artis moved that the minutes dated June 28, 2022, be approved with the addition and correction. Gary Wyse seconded it. Motion passed unanimously.

### **Training-Old and New Officers of Election**

It was stated that due to time restraints, we will not be able to train as previously decided. It was suggested that the Chief and Assistant Chief stay for the machine operation training and that we should cross train all the officers of elections. Jennifer Maynard will email the training power point that was used in June 2022.

### **Emergency Polling Places for Every Precinct**

After some discussion, it was suggested that we create a list for each precinct.

### **Email Accounts for Electoral Board members through the City's server**

Each Board member received a copy of "City of Franklin Acceptable Use Policy" and "Technology Acceptable Use Policy (AUP) Acknowledgement." Once the "City of Franklin Acceptable Use Policy" has been read, the acknowledgement should be signed and returned to General Registrar and/or the City Manager.

### **Letter to Franklin Sportsman's Association**

After reading the letter, in paragraph one, sentence one, "usage" should be changed to "use." In the second paragraph, sentence one, "the" should be changed to "a." Changes noted, changes made. Letter approved with the necessary changes.

### **Virginia Printer's Oaths**



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Much discussion incurred. Following the discussion, Doris Artis moved that "the Electoral Board of Franklin, Virginia authorize that our representatives for Form SBE-617 and SBE-619 (1) to be one of the following Printelect employees:

- a. Chris Andrews
- b. Jeff Hadepohl
- c. Paul Simon
- d. Brandon Simmons

Purlie E. Banks seconded it. Motion passed unanimously.

Doris Artis moved to adjourn the meeting at 2:45 pm. Purlie E. Banks seconded it. Motion passed unanimously.

Humbly Submitted,

*Purlie E. Banks* 

Purlie E. Banks  
Secretary

