

# MINUTES

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3 The State Board of Elections Board Meeting was held on Tuesday, September 10,  
4 2012. The meeting was held in the 1100 Bank Street, Washington Building, Room B27  
5 in Richmond, Virginia. In attendance, representing the State Board of Elections (SBE)  
6 was Charles Judd, Chair; Kimberly Bowers, Vice-Chair; Donald Palmer, Secretary;  
7 Joshua Lief, Senior Assistant Attorney General and SBE Counsel; Justin Riemer, Deputy  
8 Secretary; Nikki Sheridan, Confidential Policy Advisor; Chris Piper, Election Services  
9 Manager; Matt Abell, Election Services; David Blackwood, Policy Analyst. Chairman  
10 Judd called the meeting to order at 9:00AM.

11 Chairman Judd began the meeting by noting the passing of the spouse of SBE  
12 Fiscal Tech Cynthia Mayo. Chairman Judd stated that SBE Board members and SBE  
13 staff expressed their heartfelt condolences to the entire Mayo family.

14 The first order of business was the approval of the Minutes from the State Board  
15 of Elections Board Meeting held on August 23, 2012. After careful review, Vice-Chair  
16 Bowers made a motion to approve the Minutes. Secretary Palmer seconded the motion  
17 and the Board unanimously approved the Minutes.

18 The second order of business was the Secretary's Report delivered by Secretary  
19 Palmer. The Secretary's Report is an agenda item for each Board Meeting describing  
20 recent developments at SBE. Secretary Palmer reported that the ballots are being  
21 prepared for the general election and localities will have the ballots approved before  
22 being sent off to the printers. Secretary Palmer stated that the deadline for these ballots is  
23 September 15, 2012. Secretary Palmer stated that the Voter Outreach Program has been  
24 initiated. Secretary Palmer stated that the community based ads being distributed in print  
25 and through media sources are being well received by the localities. Secretary Palmer  
26 stated that the Voter Outreach Program will be active through Election Day.

27 The next order of business was the Legal Report delivered by Joshua Lief, Senior  
28 Assistant Attorney General and SBE Counsel. The Legal Report is an agenda item for  
29 each Board meeting describing recent developments at SBE. Mr. Lief requested that the  
30 Board members retreat into Executive Session and that there were no public matters for  
31 discussion. Mr. Lief stated that an injunction was issued on September 5, 2012 ordering a

32 review of the signatures provided by Mr. Ryan in the City of Richmond for the mayoral  
33 election. Chairman Judd noted that an Executive Session would occur after new business.

34 The next order of business was the certification of September 4, 2012 special  
35 elections for the House of Delegates District 45 and Senate District 5. Matt Abell,  
36 Election Services Lead, stated that the State Board of Elections' staff reviewed the  
37 official September 4, 2012 results. Mr. Abell stated that staff had prepared a certification  
38 statement for each Board member to sign. Mr. Abell stated that the certification  
39 statement, winner's list, and cover letter would be sent to the clerk of the House of  
40 Delegates and the State Senate. Secretary Palmer moved that the Board sign the  
41 certification statement prepared by staff. Chairman Judd seconded the motion, asked if  
42 there were any public comments and there being none the Board unanimously passed the  
43 motion.

44 Chairman Judd then moved to close the meeting to discuss actual and probable  
45 litigation matters and specific legal matters requiring the provision of legal advice by  
46 legal counsel as authorized by § 2.2-3711(A)(7) of the Code of Virginia. Secretary  
47 Palmer seconded the motion and the Board went into Executive Session at 9:25AM.

48 At 10:40AM Chairman Judd moved to reconvene in open session and a roll call  
49 vote was taken as required by § 2.2-3712(D) of the Code of Virginia, unanimously  
50 certifying that during the closed meeting (i) only public business matters lawfully  
51 exempted from open meeting requirements under this chapter, and (ii) only such public  
52 business matters as were identified in the motion by which the closed meeting was  
53 concerned were heard, were discussed or considered.

54 Chairman Judd asked if there was any other business to come before the Board for  
55 the Good of the Order and with there being none Vice-Chair Bowers made a motion to  
56 adjourn. Chairman Judd seconded the motion and the Board unanimously passed the  
57 motion. The Board shall reconvene on November 26, 2012 at 10:00 AM in the General  
58 Assembly Building, Room C. The meeting was adjourned at approximately 10:50AM.

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Secretary

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