

Roanoke County Electoral Board Meeting Minutes

Date: July 11, 2023

Time: 1:00 PM

900 Chestnut St. Vinton, VA 24079

Chair: Ken Srpan

Vice Chair: Maurice McBride

Secretary: Jeff Krasnow

Attendees: Ken Srpan, Maurice McBride, Jeff Krasnow, Anna Cloeter

Visitors: None

- I. **Welcome & Call to Order:** Chairman Ken Srpan called the meeting to order at 1:00 PM and welcomed everyone.
- II. **Adoption of Agenda:** Vice Chairman Maurice McBride moved the adoption of the agenda for the meeting which was unanimously approved by a vote of 3-0.
- III. **Review & Signing of Previous Minutes:** The minutes of the prior meetings were reviewed, following which Secretary Jeff Krasnow moved the adoption of the minutes which motion was unanimously approved by a vote of 3-0, following which the minutes were signed by the Electoral Board.
- IV. **Agenda:**
 - a. **Open Session – Election Review:** The Electoral Board reviewed all precinct visit records, calls and questions received by the office on Election Day, and feedback received from Chiefs and Co-chiefs after Election Day.
 - b. **Closed Session:** At 1:52 PM, Mr. Srpan requested a Motion that the Electoral Board enter into a closed session to discuss issues relating to the security of voting equipment and personnel review as permitted by Virginia Code §§ 2.2-3711 (A) (34) and 2.2-3711 (A) (1).
 - i. Mr. Krasnow moved that the Electoral Board enter into a closed session pursuant to Mr. Srpan's request, which motion was seconded by Mr. McBride. The motion passed, unanimously, by a vote of 3-0.
 - ii. Mr. Srpan announced that without objection, and by a 3-0 vote, the Roanoke County Electoral Board entered into a closed session to discuss voting equipment security and personnel review as permitted by Virginia Code §§ 2.2-3711 (A) (34) and 2.2-3711 (A) (1) at 1:54 PM.
 1. During the closed session the Electoral Board discussed the Voting System Security Plan and the Voter Registration System Security Plan both of which were signed by the Electoral Board.
 2. The Electoral Board then proceeded to discuss employee performance and complete an annual employee evaluation.
 - iii. At 2:32 PM, the Roanoke County Electoral Board concluded its closed session. Mr. Srpan then stated, "in accordance with Virginia Code § 2.2-3712 (D), I am asking the Secretary of the Electoral Board to conduct a roll call to certify that to the best of each member's knowledge that 1. Only public business matters lawfully exempt from open meeting requirements of the Virginia Freedom of Information Act were conducted in the closed meeting, and 2. Only such public business as was identified in the Motion for the closed meeting by which the closed meeting was convened, was heard, discussed or considered in the closed meeting of the Electoral Board. That roll call vote shall be recorded and included in the minutes of the Electoral Board. The Secretary will now call the roll for the above statement."
 - iv. Sec. Krasnow proceeded to call the roll as follows: Mr. Srpan - Mr. Srpan voted aye. Mr. McBride - Mr. McBride voted aye. Mr. Krasnow - Mr. Krasnow voted aye.
 - v. The public Board meeting reconvened at 2:32 PM
 - c. **Chair's Report:** Mr. Srpan asked Registrar, Anna Cloeter, to review with the Electoral Board the withdrawal of Catawba District Board of Supervisors candidate, Tom McCracken, from the June 20, 2023, Republican Primary and his subsequent filing as an independent candidate for that seat for the November 2023 General Election. Ms. Cloeter explained that on Friday, June 16, 2023, Mr. McCracken filed formal notice of his withdrawal from the June 20, 2023 Republican primary with the

Registrar’s Office and subsequently submitted the documents necessary to access the ballot as an independent candidate for the Catawba Magisterial District’s seat on the County Board of Supervisors. Ms. Cloeter shared Mr. McCracken’s Notice of Withdrawal with the Virginia Department of Elections and then conferred with staff from the Virginia Department of Elections to confirm that Virginia Code permitted Mr. McCracken to withdraw from the Republican primary prior to Election Day and subsequently allowed him to present the proper paperwork to appear on the ballot in November 2023 as an independent candidate. Ms. Cloeter also discussed what action needed to be taken to notify voters of his withdrawal from the Republican Party Primary, to include posting notices at polling places and online stating that he had withdrawn from the race. Ms. Cloeter then verified that the documents submitted by Mr. McCracken would qualify him for the November General Election. It was the unanimous opinion of the members of the Electoral Board that Ms. Cloeter be commended for the good judgment she had shown in following the prescribed processes.

- d. **Director’s Report:** Ms. Cloeter shared the updated Dates & Deadlines for the November 7, 2023 General Election with the Electoral Board.
- e. **Comments from the Vice-Chair & Secretary:** None
- f. **Public Comment:** None

V. **Closed:** Meeting Recessed at 3:04 PM

Secretary _____

Chair _____

Vice Chair _____