

## Roanoke County Electoral Board Meeting Minutes

Date: June 19 to June 25, 2024

Time: Various, see below

900 Chestnut St. Vinton, VA 24079

*Chair:* Ken Srpan

*Vice Chair:* Michael Walsh

*Secretary:* Jeff Krasnow

*Attendees:* Ken Srpan, Michael Walsh, Jeff Krasnow, Anna Cloeter

*Visitors:* None

1. **Call to Order:** The meeting was called to order by Chairman Srpan at 2:00 PM on Wednesday, June 19.
2. **Approval of Agenda:** Mr. Srpan asked the Electoral Board if they approved the meeting agenda; Mr. Walsh moved that the agenda be approved and Mr. Krasnow seconded the motion. The motion was approved 3-0.
3. **Approval of Minutes:** Mr. Krasnow moved and Mr. Walsh seconded the motion that the Electoral Board review, approve, and sign the minutes from their last meeting. The motion was approved 3-0.
4. **New Business – Canvass of Results:**
  - a. *Wednesday, June 19 from 2:00-4:00 PM –*
    - i. The Electoral Board met and reviewed the results from all early and absentee voting done in the June 18, 2024 Republican Party Primary in Roanoke County and confirmed that they were all properly reported to the State via ELECT’s results reporting website.
    - ii. Mr. Krasnow moved and Mr. Walsh seconded the motion that the Electoral Board recess at 2:50 PM. The motion was approved 3-0.
  - b. *Thursday, June 20 @ NOON (if necessary) –*
    - i. The Electoral Board reconvened at 12:02 PM to continue the canvass of results for the June 18, 2024 Republican Party Primary in Roanoke County.
    - ii. The Board met and reviewed the results from each of Roanoke County’s 33 election day precincts and confirmed that they were all properly reported to the State via ELECT’s results reporting website.
    - iii. Mr. Krasnow moved and Mr. Walsh seconded the motion that the Electoral Board recess at 12:31 PM. The motion was approved 3-0.
  - c. *Friday, June 21 @ NOON –*
    - i. The Electoral Board reconvened at 12:01 PM to continue the canvass of results for the June 18, 2024 Republican Party Primary in Roanoke County.
    - ii. Provisional Ballot Meeting – the Electoral Board reviewed 18 provisional ballots obtained during the June 18, 2024 Republican Primary Election. The Board determined that 16 of the 18 provisional ballots marked during the election were eligible to be counted. Mr. Walsh moved that the 16 ballots that could be counted be accepted and run through the machine and that the remaining 2 ballots that were not eligible to be counted be rejected. Mr. Krasnow seconded the motion, which was approved 3-0. Results were tallied, verified by the Electoral Board, and reported to the State via ELECT’s results reporting website. Provisional voters whose ballots were rejected will receive notice explaining the reason that their ballot could not be counted.
    - iii. Review Post-Election Absentee Ballot Results – only four marked absentee ballots from the June 18, 2024 Republican Party Primary were received from the precincts on Election Day and all were counted. No

additional mail-in absentee ballots were received between 7 PM on Election Day and NOON on Friday, June 21. Results were tallied, verified by the Electoral Board, and reported to the State via ELECT's results reporting website. Absentee voters whose ballots were received after the deadline of NOON on June 21 will receive letters explaining that their ballots could not be counted because they missed the deadline for return.

- iv. Mr. Srgan moved and Mr. Walsh seconded the motion that the Electoral Board recess at 12:56 PM. The motion was approved 3-0 and the Electoral Board will reconvene on Tuesday, June 25 at 3:30 PM.

d. *Tuesday, June 25 @ 3:30 PM –*

- i. The Electoral Board reconvened at 3:30 PM on Tuesday, June 25.
- ii. All three members of the Electoral Board signed the Certification of Results and Abstracts of Results for submission to State Board of Elections and Virginia Department of Elections

- 5. **Public Comment:** No visitors, no comments.
- 6. **Scheduling of Next Meeting:** The following meeting dates and times were scheduled:
  - a. July 8, 2024 at 10 AM to discuss the June 18, 2024 Republican Party Primary.
  - b. July 18, 2024 at 1 PM to conduct an annual review of employee performance.  
This meeting will largely be conducted in closed session as permitted under Virginia Code § 2.2-3711(A)(1).
  - c. September 3, 2024 at 10 AM to discuss preparations for the November 5, 2024 Presidential Election.
- 7. **Adjournment:** On motion of Mr. Srgan and seconded by Mr. Walsh, the Electoral Board adjourned their canvass of results for the June 18, 2024 Republican Party Primaries in Roanoke County at 3:44 PM. The motion passed unanimously.

Secretary \_\_\_\_\_

Chair \_\_\_\_\_

Vice Chair \_\_\_\_\_