

The Electoral Board for the City of Poquoson met on Wednesday, August 24, 2016, in the City Registrar's Office, 500 City Hall Avenue, Poquoson, Virginia. Present were Chairman Robert Insley, Vice Chairman Michael Stewart, Secretary William Hammett, City Registrar Tammi Pinckney and Assistant City Registrar Tara Moore. Chairman Insley called the meeting to order at 10:10 AM.

The Registrar informed the board that it is time to order the ballots for the forthcoming Presidential election. It was generally agreed by all present to expect a high turnout and that Poquoson normally has an 80% (rounded) turnout of registered voters during a Presidential election. Historical numbers were presented to the board and after some discussion it was agreed that the following number of ballots be ordered.

- 10,500 full ballots
- 1500 absentee ballots
- 50 federal office only ballots
- 50 presidential ballots
- 50 full sample ballots

The Registrar reported that city council candidate Kylene Pase failed to file her campaign finance report no later than the July 15, 2016 due date. Numerous phone calls to remind this candidate of this requirement and due date was made. The report was filed on July 21,

2016. Due to the late filing a letter from the Secretary of the Electoral Board was sent to Ms. Pase advising her that she had 30 days to pay a \$100.00 fine for the late filing and that if she failed to do so, this matter would be referred to the Commonwealth's Attorney. A copy of this letter is on file in the Registrar's office.

The next item for discussion was upgrading the electronic poll books to the Toshiba Windows 7 platforms. If this is not feasible the current electronic poll books will be used for the Presidential election and manual poll books will be printed as a backup, as is standard practice for every election. Another issue concerning upgrading is a current lack of user documentation for the current version of the Advocate application software.

All present agreed that there is a need to recruit more poll workers. Some ideas to accomplish this were suggested including using social media, letters to various fraternal and civic organizations, etc.

There being no further business Chairman Insley adjourned the meeting at 11:30 AM.

William J. Hammett, Secretary

Robert Insley, Chairman

Michael B. Stewart, Vice Chairman