



COMMONWEALTH OF VIRGINIA  
City of Fredericksburg

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**OFFICE OF VOTER REGISTRATION AND ELECTIONS**

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**DIRECTOR OF ELECTIONS &  
GENERAL REGISTRAR**

Marc C. Hoffman

**ELECTORAL BOARD**

Rene Rodriguez, Chairperson

Floyd I. Roberson, Vice Chairperson

Cathie Fisher Braman, Secretary

**FINAL MINUTES FROM JULY 10, 2018 BOARD MEETING**

Meeting called to order at 4:30 p.m.

In attendance: Chair Rodriguez, Vice Chair Roberson, Director Hoffman, and Secretary Braman

**Agenda**

Chair moved to have a closed meeting after the Director's Report, seconded by Vice Chair Roberson. Passed unanimously.

**Acceptance of the Minutes**

Vice Chair motioned to accept the Minutes from the June 19, 2018 meeting. Chair Rodriguez seconded. Passed unanimously.

**Public Comment**

No one present to offer Public Comment

**Director's Report - attached**

Registrar's Office will be digitized to keep pace with current technology.

Quotes available for new EPB's. Vice Chair Roberson made a motion to accept the Director's Report, Chair Rodriguez seconded. Passed unanimously.

**Closed Session**

Upon a motion made by Electoral Board Chair Rodriguez and seconded by Electoral Vice Chair Roberson and passed by a vote of the Electoral Board, Electoral Board went into closed session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia for the consideration of Director's Review, staff discussions and review at 5:05 p.m.

**Open Session**

Upon a motion made by Vice Chair Roberson and seconded by Chair Rodriguez and passed by a unanimous vote of the Electoral Board the Electoral Board reconvened its open session at 7:40 p.m. having discussed the review of Director Hoffman and discussion of staff and no other business.

Chair Rodriguez made a motion to have Director Hoffman procure 22 poll pads (EPB's) and 1 printer. Seconded by Vice Chair Roberson and passed unanimously by the Board.

Vice Chair Roberson made a motion to have Director Hoffman review the Security Plan and recommend changes. Seconded by Chair Rodriguez and passed unanimously by the Board.

Vice Chair Roberson made a motion for Director Hoffman to employ one full time Assistant Registrar and one part time Assistant Registrar in accordance with the 2019 Budget and Virginia Code 24.2-112. Seconded by Chair Rodriguez. Unanimous.

Vice Chair Roberson made a motion to reschedule discussion of Items 5B for the August meeting. Seconded by Secretary Braman and passed unanimously.

Chair Rodriguez made a motion to move Precinct 301 from Lafayette Elementary School to Walker Grant Middle School. Seconded by Vice Chair Roberson. After discussion this was passed unanimously.

Vice Chair Roberson motioned to direct the General Registrar to initiate the process of moving Precinct 301 to Walker Grant Middle School by December 2018. Seconded by Chair Rodriguez and passed unanimously.

Vice Chair motioned adjournment at 8 p.m. Seconded by Chair Rodriguez and passed unanimously.

Respectfully submitted,

Cathie Fisher Braman  
Secretary

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Chair Rodriguez

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Vice Chair Roberson

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Secretary Braman