

MONTGOMERY COUNTY ELECTORAL BOARD

Minutes

July 22, 2021

The meeting was held at the Montgomery County Government Center, 755 Roanoke Street in Christiansburg, and was called to order at 10:27 am. All Board members were present. Registrar Connie Viar was in attendance.

Vice-Chairman Sills moved to approve the minutes from the June 30, 2021 meeting. Chairman Langford seconded the motion. The motion passed with all members voting aye.

The Board finalized dates for Officer of Election training. Chief Officers and Assistant Chief Officers will be trained in one session. Two sessions will be offered for other Officers. Small-group training sessions will be held in September for new Officers.

Registrar Viar reported that she met with Budget Manager Marc McGruder to review her department's budget. The Registrar's office will be closed on August 18th, so all staff can attend training held by the Department of Elections. Topics include pre-clearance requirements for satellite voting locations, the permanent absentee voter list, and cybersecurity.

Ms. Viar noted that she had open slots for Officers of Election working the in-person absentee locations. Officers may need to be classified as county employees, undergo Human Resources orientation, and complete W-4 forms. Voter registration training had been provided to NAACP and Virginia Tech student groups the previous week. Representatives of Election Systems Online, the county's voting equipment vendor, will be on site in August to carry out software updates. Registrar Viar departed the meeting at 10:58 am.

At 10:59 am, Vice-Chairman Sills moved that the Board enter a closed session in accordance with the Section 2.2-3711 of the Code of Virginia for the purpose of preparing the annual review of the General Registrar. Secretary Williams seconded, and the motion passed unanimously.

The Board exited the closed meeting at 11:11 am and returned to open session. Chairman Langford moved to certify the meeting, confirming that only such matters as were identified in the motion to convey the meeting were heard, discussed, or considered by the Board. Vice-Chairman Sills seconded the motion, and it carried as follows: Chairman Langford, aye; Vice-Chairman Sills, aye; Secretary Williams, aye. The Board approved the Registrar's annual review prepared by Vice-Chairman Sills.

The meeting was adjourned at 11:15 am.

Richard D. Langford
Chairman

John A. Sills
Vice-Chairman

Carroll D. Williams
Secretary