

Buena Vista Electoral Board  
2039 Sycamore Avenue  
Buena Vista, Virginia 24416  
Wednesday  
Regular Meeting  
March 3, 2021  
10:00 am

1. Call to Order - (Reference State Law 24.2 - 107 - Quorum)

Members Present: Dr. James C. Bradford (chairman)

Robert Gay (secretary)

Gloria Martin

Emilie Staton (registrar)

2. Approval of Minutes

Regular Meetings – November 4 & 6, 2020

Motion to approve by: Gloria Martin Second by: Robert Gay Carried: Unanimous

3. Election Officials Appointments:

Review all Election Officials recommended as Candidates.

List of selected Candidates: see included Attachment.

Appointments of attached list (for a period of one year, March 1, 2021 to February 28, 2022). (Reference State Law 24.2-115).

Motion to accept attached list by: Robert Gay Second by: Gloria Martin

Carried: Unanimous Others candidates to be notified if needed

4. A. 2021-2022 Budget: Review, discuss, and approve \$125,140.00 Budget prior to submission to the Buena Vista City Manager. See included Attachment

Motion to accept by: Robert Gay Second by: Gloria Martin Carried Unanimous

B. Approval: Federal Stimulus Funds (2020 CARES ACT) in the amount of \$51,222.00

See Attachment

Motion to approve by: Robert Gay Second by: Gloria Martin Carried Unanimous

5. Security Plan: Annually Develop, Review, Update and Approve a Security Plan.( State law 24.2-625.1.D). Completion forwarded to the State Board of Elections.

Motion to Approve by: Robert Gay Second by: Gloria Martin Carried Unanimous

6. Adjournment: Motion to Adjourn by: Robert Gay Seconded by Gloria Martin

Things to Remember:

A: 1. Training of Election Officers by the Registrar and Board Members not less than three days or more than 30 days before each election(State Law 24.2-115).

2. Electoral Board Training: Each member of the Electoral Board shall attend an annual training program provided by the State Board. (to be scheduled by SBE) (State Law 24.2-106.d)

B: Regular Meeting: Wednesday, March 3, 2021 – 10:00 a.m.

C. November 2, 2021 – Governor, Lt. Governor, Attorney General, State Delegate, State Senator, Constitutional Officers, Treasurer, Commissioner of Revenue, Commonwealth Attorney, City Sheriff, Mayor, Partial City Council members, and Partial School Board Members.

D. Elector Equipment Training - Must be scheduled within 30 days before the Election (State Law 24.2-636)

E. Equipment testing, and certification - at least 30 days before the Election (State Law 24.2-632)

F. Security/Health Plan - Chairman will review polling place Health/Security plan with the Sheriff, Police Chief, and Commonwealth Attorney

Note: All meetings shall be conducted in accordance with the Freedom of Information Act (Reference: State Law 24.2-107 and 2.2-3707)

**POST**