Albemarle County Electoral Board Meeting Minutes

August 13, 2026

Location: Albemarle County Office Building, 5th Street
Attendance: Jim Heilman, Valerie Dormady, Bucky Walsh, Jonell McFadden, Richard Smyth, Andrea Tolk, Counselor Andrea Ruege
Members of the Public who spoke: Rick Garnett, Clara Belle Wheeler, Lewis Johnson, Peyton Walz, Lettie Bien, Kent Schlussel

The meeting began at 9:00 am.
The agenda was approved with modifications.

Board/Staff Comments. Jim noted that the Canvass of Results for the August 4 Primaries went well. Jonell thanked everyone for their work on the Primaries. She announced the hiring of Ryan Weathers as Election Manager and Evan Weaver as a part-time administrative assistant.

Public Comment. Rick asked if we can send out to Chief Officers comments on their work. Bucky said we would touch on those during the next training. Clara Belle noted that some check-in officers were not repeating voters' names and were using the address on the voter's ID rather than what the voter stated. Lewis noted that there were problems scanning driver's licenses on the poll pad. Discussion ensued.

The minutes for July 9 and August 4-10 were approved.

Old Business.

- Election Office Finance Report. Jonell has sent out the latest accounting. She discussed what budget items will go up in cost in the future.
- Half-day Shifts. Bucky further discussed the possibility of some election officers doing half-day shifts. Valerie said she thinks we shouldn't try it as of now. It was decided to put off further discussion on this until next year.

New Business. Things learned from August 4 Primaries:

- Jonell noted that having Election Officers (EOs) involved in more of the processes (e.g. programming machines) went well.
- Things that need work:
    - Passwords were an issue.
    - Some supplies/materials were in different places than before, which confused EOs.
    - Signage wasn't clear and this needs work. It wasn't clear what signs were from the State and what ones were locally produced.
    - Bucky noted the problem of some signs being only in Spanish. He believes we need to review the sign issue on a polling place-by-polling place basis.

- Lewis noted the need for all to work more closely with the Registrar in this continuing time of staff transition.
- Lettie noted that Chief Officers need to be reminded of exactly what is required of them.
- Kent suggested that there is a need for someone to mentor new Chief Officers – perhaps a retired Chief Officer.
- Bucky noted that the Early Voting election officers were incorrectly instructed to run the results tapes and create a Statement of Results at the end of Early Voting on Saturday, August 1st. We will be sure that this will not happen again.
- Jonell noted that some of the landline phones installed at the polling places have not been working. Staff will need to determine the problems/solutions for this.
- Jonell said that she would like to have 20-22 election officers available to work in the Central Absentee Precinct in November so that she can increase the number of teams.
- Bucky said that we should look at the possibility of having some of the cages (holding our scanners and various other things) delivered on the Friday before the election rather than all of them being delivered on Monday.
- Valerie said that she is waiting to review Chiefs' logs from August 4. Jonell replied that copies are ready.

- Guide for Early in Person (EIP) voting election officers. Kent discussed the draft that he has led in preparing an EIP Reference Guide. He hopes to have a final version of it before the next EIP period (which starts September 18). The Board expressed its thanks to all those who worked on this.
- Schedule. The proposed schedule for training, programming, etc. for the November 3 election was presented and discussed.
- Ballot Test Decks for Logic and Accuracy Testing. Jim asked if these test decks could be made shorter. Discussion ensued.
- Dates for extended hours for EIP voting. Jim moved that, in the last two weeks before the November 3 election, the Tuesday hours for EIP voting be 7 am to 5 pm and the Thursday hours be 8:30 am to 7 pm. The motion passed unanimously.
- Ballot Order. Bucky discussed a spreadsheet he created for determining number of ballots needed for November 3 election. Discussion ensued. Then he moved to order 65,600 ballots. The motion passed unanimously.
- ADA Compliance. The items on the ADA Compliance Confirmation Form were confirmed by a unanimous vote of the Board.
- Election Officers Salary/Pay. Jim suggested that it is probably time for an increase in these. Bucky said that he would provide us with results of a VEBA Western District survey of election officer pay.
- Kent noted that there will be various VDOT construction road closures this fall that could possibly impact November 3 election day. Jonell said she would check with VDOT about this.
- The next regular Electoral Board meeting is now scheduled for Monday, September 14.

Executive Session. Bucky moved the following: I move that the Albemarle County Electoral Board convene a closed meeting pursuant to Section 2.2-3711(A) of the Code of Virginia: Under subsection (1): (i) to discuss and

consider applications of prospective candidates as officers of election, and (ii) to discuss personnel matters regarding the staff in the Election Office. The motion passed unanimously. The Board went into the closed meeting at 11:03 am.

The Board came out of the closed meeting at 11:57 am. (The Board, Jonell, and Counselor Ruege participated in all the meeting. Richard and Andrea Tolk participated in part of the meeting.) Bucky moved the following: RESOLVED, that the Electoral Board certify by recorded vote that, to the best of each member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed meeting were heard, discussed, or considered in the closed meeting. The motion passed unanimously.

Jim moved appointment of 29 new Officers of Election for terms of one year beginning March 1, 2026. The motion passed unanimously. Their names are appended to these minutes.

The meeting adjourned at 11:58 am.

Respectfully submitted,

James M. Heilman
Secretary, Albemarle County Electoral Board

1-Year Appointments as Officers of Election made on August 13, 2026

- Marta Segarra
- Claudia Scholz
- Elizabeth Engle
- Richard Cappuccio
- William O'Malley
- Natalee McRoberts
- Mickey Speck
- H. Morris Reynolds
- Susan Larmour
- Chris Pate
- Mary Beth Revak
- Alison Campbell
- Jill Clarke
- Margaret Morris
- Michael Keefe
- Adria Burrell
- Richard "Freeman" Allan
- Amanda Newmann
- Elias Jones
- Anna Miles
- Jack Hume
- Charlotte Hume
- Carolyn Kaloostian
- Arianne Morton
- Linda Burch
- Janet Dob
- Mary Gibson
- Glenn Crossman
- LaQuinta Allen