

Augusta County Electoral Board Meeting
Augusta County Government Center
Registrar's Office Board Room
August 16, 2016

The meeting was called to order at 9:00 AM. Present were Ruth Talmage, chair; Cliff Garstang, vice chair; and Tom Long, secretary.

Cliff moved to approve the minutes of the July 26 meeting. Ruth seconded. Approved unanimously.

The board discussed our presentation to contractors regarding delivery and setup of ADA and other election equipment. Connie had provided copies of inventory/delivery lists, polling place addresses, and other information relevant to vendors. The board also received an August 15 memo from Candy Hensley titled "Polling Precincts;" a draft "Request for Quotes;" copies of photographs of ADA accommodations at each location; and the individual folders with survey forms, site maps, and photographs.

Included in the board's discussion was the deadline for contractor bids, what equipment the contractor would be expected to deliver and install (ADA, Electoral Board signs, and the handicap voting booth). Voting equipment and EPBs will be delivered by the Chief Officer of Election at each precinct.

Tom had contacted several contractors/movers by phone, however only two had responded by phone prior to August 16. He hoped at least one additional would attend our meeting at 10:00 AM.

At 10:00 AM the board recessed to the South Board Room to meet with Bill Chambers and Chris Chambers of American of Virginia and with Raider Cambell and Kim Campbell of Premier Moving concerning bids for moving and installing election equipment. We presented the specifications and gave each contractor the list of equipment to be delivered, maps and locations of polling places, the "Request for Proposals," and other information relevant to the delivery and setup of both ADA and Electoral Board equipment. Both contractors indicated they would have bids in about one week. To meet state procurement guidelines, the board will solicit bids from additional vendors. Cliff and Ruth will contact additional potential contractors and review same information with them or secure verification that the contractor is not intending to bid.

Cliff discussed potential officers who were not contacted by the office. Request has been made for each of them to be contacted. Ruth moved to appoint those who returned Oath and Response as indicated on the list dated 8/16/2016 for term concurrent with current officers. Cliff seconded and the motion was approved unanimously. Cliff reported that Sue Shifflett, who was previously appointed, has now declined.

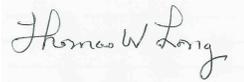
By consensus Cliff will draft a response to Chairman Carolyn Bragg's memorandum of July 28. The draft response will be circulated by email and approved by the board before sending.

The letter from Deerfield Valley Volunteer Fire was discussed. Ruth reported that she talked by phone with the husband of Elizabeth Graham and the situation seems to be resolved. Cliff will draft a formal letter of response about post-election cleanup including a statement that the Electoral Board will remind candidates/parties of their responsibility to remove political signs.

Tom reported he will recontact Steve Guerrier concerning a date and format for CAP training.

The meeting adjourned at 12:35 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Thomas W Long". The signature is written in black ink on a light-colored, slightly textured background.

Tom Long, secretary