

**Meeting Minutes
December 8th, 2016**

The City of Manassas Electoral Board held a meeting Thursday, December 8th, 2016 at the Voter Registration & Elections Office, 9025 Center Street.

In attendance were John Snider, Chair; Pamela B. Kincheloe, Vice Chair; Patricia E. Fields, Secretary and Susan N. Reed, General Registrar.

Chair, John Snider called the meeting to order at 5:00 PM.

Patricia Fields, Secretary moved to approve minutes of prior meeting, Pamela Kincheloe, Chair seconded motion. All were in favor. Secretary Fields submitted minutes of Emergency Meeting on November 9th, 2016 to be drafted by GR Reed.

Pamela Kincheloe, Chair; moved to accept ESO's bid to supply City of Manassas Optical Scanner Voting Machines. Patricia Fields, Secretary; seconded. All in favor, motion passed.

Patricia Fields, Secretary; discussed complaint letter from Ms. Yates. Electoral Board decided to have Secretary Fields respond with letter to Ms. Yates of acknowledging receipt of her letter.

John Snider motioned to close meeting.

The meeting was adjourned at 5:40 PM.



Patricia E. Fields, Secretary