

**Meeting Minutes
May 25th, 2017**

The City of Manassas Electoral Board held a meeting Thursday, May 25th, 2017 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 10:11 AM.

Pamela Kincheloe, Vice Chair, moved to approve minutes of prior meeting. All were in favor. Vice Chair Kincheloe moved to approve Election Official List for June 13, 2017 Primary, Secretary Fields seconded the motion. All were in favor.

Board reviewed the Voting Machine Security Plan, Vice Chair Kincheloe made a motion to accept Voting Machine Security Plan, all in favor. Motion passed, plan signed and Electoral Board directed General Registrar Reed to submit Plan to State Board of Elections.

Vice Chair Kincheloe made a motion to instruct Election Officials only to open the Emergency Bin on Optical Scanners after Polls close on Election Day. Secretary Fields seconded the motion.

Vice Chair motioned to close meeting. Meeting adjourned 11:24 Am.



Patricia E. Fields, Secretary