

MINUTES

City of Charlottesville Electoral Board Meeting of March 4, 2019

As corrected and adopted March 12, 2019

The meeting was called to order by the Chair at 5:45 pm on Monday, March 4, 2019 in the office of the Charlottesville General Registrar. Those present were Electoral Board members Anne Hemenway (Chair), Jon Bright (Vice Chair) and Jim Nix (Secretary).

On a motion by the Chair, seconded by the Vice Chair, the agenda was approved unanimously without change.

Public Comment

No members of the public were present for this meeting.

Discussion Items

The sole topic of discussion by the Board was the wording of the job posting for the position of General Registrar for the City of Charlottesville. This position was last advertised in December 2014 and the Board created a new draft by modifying the previously used text. This rewrite was detailed and comprehensive and was guided by the contents of paragraph 24.2-114 of the Code of Virginia, which spells out the Duties and Powers of the General Registrar. Upon completion of the review, the Secretary was tasked to prepare a final draft for submission to the Charlottesville HR Director.

The second agenda item, review of the General Registrar's job description, was postponed until ~~the next~~ a future meeting.

The next regular meeting of the Board will take place as originally scheduled in the office of the Charlottesville General Registrar at 5:45 pm on Tuesday, March 12, 2019.

The meeting was adjourned at 7:50 pm.

Respectfully submitted:

James Nix, Secretary

Anne Hemenway, Chair

Jon Bright, Vice Chair