

Virginia Electoral Board Association (VEBA) Meeting
Board of Directors meeting, virtual via Zoom
April 5, 2025, 8:00 am - **DRAFT**

Present:

John Nunnally, President, Wanda Taylor, 1st Vice President, Rick Michael, 2nd Vice President and Legislative Committee, Denise Doyle, Treasurer, JoAnne Speiden, Immediate Past President, Josepha Thompson, IT, Kate Hanley, Extra Large Districts

District Directors:

Paul Kitchen (Floyd), Southern, Lynette Clements (Chesterfield), North Central and Legislative Committee, Kimberly Phillip (Arlington), Northern, Clara Belle Wheeler (Albermarle), Western, Donna Dagner (Lunenburg), Southern District

Absent:

Jody Elson, Secretary, Jane Hurst, programming/Planning for VEBA annual meeting, Irma Mitchell (Tazewell), Southwest, Mike Ziegenfuss (Norfolk), Tidewater

Guests:

Shelley Oberlander, Mary McDaniel

Mr. Kitchen confirmed quorum was met. Mr. Nunnally opened the meeting at 8:01 pm.

Opening Statements:

Mr. Nunnally acknowledged and gave appreciation to everyone who assisted at the 2025 VEBA Annual Meeting.

Mr. Nunnally briefly discussed the COUP meeting.

Mr. Nunnally received a request for Barbara Tabb's history with VEBA from the Prince George County Registrar. Ms. Doyle will reach out to her contact for information. Ms. Taylor will share what she has.

Currently, only one vendor, Hart, is undergoing the US Election Assistance Commission (EAC) 2.0 testing.

Guest Comments:

Shelley Oberlander – enjoyed the conference.

Mary McDaniel – found the conference informative.

Approval of March 25, 2025 minutes:

Ms. Taylor made a motion to approve the minutes of the March 25, 2025 meeting. Ms. Speiden seconded. The motion passed.

Treasurer's Report:

Bank balance: \$217,090.96

CDs:

- CD 0983 = 12,197.09
- CD 4038 = 12,910.96
- CD 1285 = \$20,372.23

The report was accepted.

Mr. Kitchen made a motion that the Finance Committee meet to discuss financial investments. Ms. Speiden seconded. After discussion, Ms. Clements called the question. A motion to have the vote was made. The motion passed. Mr. Nunnally restated the original motion. The motion passed.

Unfinished Business:

Incorporation update – a brief update was given on the status of VEBA's incorporation.

New Business:

Contracts for the 2028 and 2029 annual meetings at Hotel Roanoke

- There was a discussion about some of the terms of the contract, the location, potential alternative locations and the deadline for submitting the contracts.
 - 2 additions to the contract: waiver of resort fees and option to bring own equipment.

Mr. Kitchen made a motion to accept the contracts with the language about resort fees and equipment added to both contracts. Mr. Michael seconded. The motion passed.

Mr. Nunnally welcomed volunteers to do research on future meeting sites. Ms. Clement recommended contacting comparable organizations as part of this research effort.

VEBA Membership Manual: The Board will review prior to and discuss the manual at the next meeting.

Administrative Rules: The Board will review prior to and discuss the Administrative Rules at the next meeting.

The Code of Ethics will be posted to the VEBA website.

Leadership Updates:

- Ms. Speiden: continues to work with ELECT on the communications list.
- Ms. Taylor: follow up on incorporation; Finance Committee meeting.
- Mr. Michael: continuing work with VEBA's lobbyist.

- Ms. Phillip: Northern District meeting September 5 at the PATH Foundation; asked for Mr. Kitchen's assistance in putting together a class on code of conduct and electoral board duties.
- Mr. Kitchen: Southern District meeting tentatively set for August 28. Trying to coordinate with the Southwest District Director. Visited and aided electoral boards around the Southern District.
- Ms. Clements: settling into new role as Northern Central District Manager. Working on confirming a date for the district meeting.
- Ms. Wheeler: Will hold a zoom meeting to prep for the August Western District meeting. The date is To Be Determined.
- Ms. Dagner: South Central District meeting is set for September 6 at 11:00 am.
- Ms. Hanley: no updates

Ms. Taylor requested that district meeting information be shared with Ms. Thompson. Ms. Phillip stated that they will be recorded in the minutes.

Legislative Committee:

Meeting via Zoom May 5, 2025 at 6:30 pm.

Ms. Clements discussed the lobbyist offer letter and expectations moving forward.

Mr. Michael made a motion to renew the contract with Legislative Strategies Group. Ms. Clement seconded. The motion passed.

2025 Annual Conference Feedback:

Mr. Kitchen made a motion for Mr. Nunnally to form an ad hoc committee to improve educational offerings for new and renewed members. Ms. Phillip seconded. After discussion, the motion passed.

Overall, feedback was positive.

- Food allergies: Ms. Phillip recommended and volunteered to make cards for attendees who have food allergies and dietary restrictions. These cards can be shown to wait staff during meals.
- Discussion about having registrars attend district meetings. They provided valuable input during the extra-large localities meeting.
- Encourage building collegiality.
- Membership recognitions.
- More opportunities to network and involvement.

There being no more business, Ms. Speiden made a motion was made to adjourn. Mr. Michael seconded. The motion passed.

The next Zoom meeting will be June 2, 2025, 8:00 am.

The board adjourned at 9:41 am.

Respectfully submitted,
Kimberly Phillip
VEBA Northern District Director
Secretary, Arlington County Electoral Board

Events and Meeting Calendar

- VEBA Board of Directors Meeting – Monday, June 2, 2025 via Zoom
- Southern District Meeting - August 28, 2025
- Northern District Meeting – September 5, 2025
- South Central District Meeting- September 6, 2025