

**OFFICE OF THE ELECTORAL BOARD  
GENERAL REGISTRAR  
City of Fairfax**



**Minutes of the January 22, 2015 Electoral Board Meeting**

In attendance were Rick Herrington, Chairman and acting Secretary; John Harold, Vice Chairman; Kevin Linehan, General Registrar; Nancy Tingen, Deputy Registrar and Brian Lubkeman, City Counsel. Dirk Brouwer, Secretary of the Electoral Board was not available for the meeting.

At 11:05am the meeting was called to order by the acting Secretary.

The purpose for the meeting was to review and discuss the Electoral Board and General Registrar's relationship with the City of Fairfax; specifically, the 2004, 2009, 2011 agreements made between the Electoral Board, the General Registrar and the City of Fairfax.

A motion was made by the acting Secretary to move into closed session. The motion was seconded by the Vice Chairman, and the motion was approved unanimously. The Deputy Registrar left the meeting.

At 11:07am the meeting went into closed session.

All matters discussed during closed session were restricted to the relationships between the Electoral Board, the General Registrar, and the City related to the 2004, 2009, and 2011 agreements.

A motion was made at 11:58am by the acting Secretary to move into open session. The motion was seconded by the Vice Chairman and the motion passed unanimously.

The meeting opened in open session at 12:00pm.

The acting Secretary noted that all matters discussed in the closed session were restricted to the relationships between the Electoral Board, the General Registrar, and the City of Fairfax related to the 2004, 2009, and 2011 agreements.

The General Registrar noted that state law requires the Board to meet the first week of February to appoint Officers of Election. After discussion, the Board decided to meet Monday, February 2, 2015 at 10:00am in the Sisson House. The General Registrar will ensure the appropriate notification of the meeting is published.

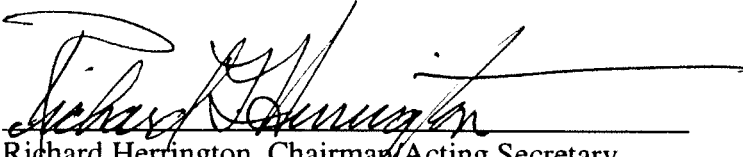
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**Minutes of the January 22, 2015 Electoral Board Meeting (Continued)**

The General Registrar reminded the Board that state law requires an organizational meeting of the Board to be held in March 2015. The Vice Chair indicated that the Democratic Party has not submitted their choices to the Circuit Court yet; however, when they do, Dirk Brouwer's name would be at the top of the list. The Vice Chair mentioned that the City Democratic Committee may be waiting for the forms from the Circuit Court. The General Registrar said there were no forms he was aware of and has never seen any; however, in the past the State Board of Elections has mailed the appropriate Party Chairperson instructions.

The Vice Chair placed a phone call to the Circuit Court Clerk's office during the meeting. He left a message requesting that the Court resend the forms to the City Democratic Committee's Chairperson. The General Registrar said that past instructions from the State Board of Elections indicated it was up to the Chairperson to send the Court a letter with their choice of nominations. The transition from the State Board of Elections to the Department of Elections, (i.e. the department that traditionally sent out the letter) has been eliminated and it is entirely possible the City of Fairfax Democratic Committee Chairperson never got a letter. The Registrar would produce copies of previous letters for the Board. The Vice Chairman said he would make sure the right person on the Democratic Committee would get it.

The meeting adjourned at 12:17pm.

  
Richard Herrington, Chairman/Acting Secretary  
City of Fairfax Electoral Board