

## Minutes of the March 4, 2004 Meeting

The meeting was called to order by T.Q. Hutchinson, Secretary at 10:30 am. Present were Kevin Linehan, Member; Dirk Brouwer, Vice-Chairman; T. Q. Hutchinson, Secretary; John Harold, General Registrar. T. Q. Hutchinson presided.

The minutes of the February 6, 2004 meeting were approved as printed and distributed.

The Board appointed: Kevin Linehan as Chairman, Dirk Brouwer as Vice- Chairman and T. Q. Hutchinson as Secretary for the 2004-2005 period.

The Board adopted the following policy regarding unvoted electronic ballots.

### Policy Regarding Unvoted Electronic Ballots

It has been observed that some voters leave the polling place without registering a vote. The Officer of Election responsible for operating a given voting machine ascertains this situation from the fact that the voting machine screen displays VOTE rather than THANK YOU FOR VOTING.

Several actions and combination of actions are available. After discussion, the City of Fairfax Electoral Board directs an Officer of Election confronted with the above situation to: (1) Inform the Chief Officer of Election or Deputy for the Precinct of the situation (2) Cancel the Uncast Ballot.

The Chief or Deputy Officer of Election is directed to make a note of each event on the Statement of Results for the Precinct.

It should be noted that this problem occurred with the previous voting machines and that the current machines make note of each uncast ballot.

The Board agreed to order 300 paper ballots and 100 sample ballots for use in the May 2004 election.

The Board agreed to hold a test election at 10:00 am in the General Registrar's Office as follows: Test of machines for use by absentee in-person voters, April 2, 2004  
Test of machines for use in the May 2004 election, April 20, 2004.

The Board agreed to hold training for the Officers of Election on April 16, 2004 in Room 306 City Hall. Precincts 1-3 10:00 am-12:00 noon  
Precincts 4-6 2:00 pm-4:00 pm

The Board directed the General Registrar to seek the City Ordinance needed to change Precinct 2 from John C. Woods building to Fairfax High School before the November 2004 Election.

This change is occasioned by the impending demolition of the John C. Wood building. The Board also expressed its pleasure at the General Registrar's successful efforts to obtain a new polling place.

The Board directed the General Registrar to make clear in the City's budget process the Board's wish that he be granted the 10 percent additional stipend available under the Commonwealth's Code:

The Board agreed to meet at 10:00 am on March 15, 2004 in the General Registrar's Office.

The meeting was adjourned at 11:00 am.

T. Q. Hutchinson  
Secretary