



City of Franklin, Virginia Electoral Board

Gary Wyse - Chairman; Doris Artis - Vice Chairman and Purlie E. Banks - Secretary.

D R A F T M I N U T E S

Location of Meeting: Franklin Emergency Services
100 South Main Street
Franklin, VA 23851

Date: February 04, 2022

Attendance: Doris Artis, Purlie E. Banks, Gary Wyse

Visitor: Jennifer Maynard

The meeting was called to order by Doris Artis, Chairman at 2:01 pm on the above date.

I. Adoption of the Agenda

The agenda was reviewed for approval and/or additions. Jennifer Maynard, General Registrar, requested the Budget and Redistricting Options A and B be included under new business. Gary Wyse moved that the agenda be approved with the additions. Doris Artis seconded it. The motion was approved.

II. Reorganization of Electoral Board Members

Purlie E. Banks moved that Gary Wyse serve as Chairman, Purlie E. Banks serve as Secretary and Doris Artis serve as Vice-Chairman. It was seconded by Doris Artis. The motion was approved unanimously. The newly appointed Chairman, Gary Wyse, chaired the rest of the meeting.

III. Approval of the Minutes

The following minutes dated March 25, 2021, April 13, 2021, June 09, 2021, June 10, 2021, June 11, 2021, July 26, 2021, September 07, 2021, and December 14, 2021, were presented for approval. It was stated that the minutes dated June 11, 2021, was on the same page as the minutes for June 09, 2021. It is noted. Purlie E. Banks



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moved that the minutes dated March 25, 2021, be approved with any additions and/or corrections. The motion was seconded by Doris Artis. The minutes was approved.

April 13, 2021 – Gary Wyse moved that the minutes dated April 13, 2021, be approved with any necessary additions and/or corrections. Doris Artis seconded the motion. There was no discussion. The minutes was approved by unanimous vote.

June 09, 2021 – Gary Wyse moved that the minutes be approved. Doris Artis seconded the motion. The minutes was approved.

June 11, 2021 – Gary Wyse moved that the minutes be approved with any necessary additions and/or corrections. Doris Artis seconded the motion. Gary Wyse asked if there were any discussions. Per Purlie E. Banks, some of the minutes did not include where the meeting took place and under the Freedom of Information Act (FOIA) it is a requirement. The minutes that had been previously approved were reconsidered to include the location of the meetings.

Purlie E. Banks moved that the minutes dated March 25, 2021, April 13, 2021, June 09, 2021 and June 11, 2021 be amended to include that the meetings were held at the Franklin Emergency Services Building. It was seconded by Doris Artis. The motion passed unanimously.

July 26, 2021 – Gary Wyse asked if there were any additions and/or corrections. Per the minutes, “The Electoral Board reviewed Jen Maynard’s 2020-2021 goals”. Purlie E. Banks stated that according to her records, no goals and objectives were in writing but oral citations were given. Per Jennifer Maynard, she obtained her certification in April 2021. Much discussion incurred. We reviewed “Performance review of general registrars” 24.2-109.1 in the “Virginia Election Laws 2021 Edition”. The performance review is to take place from June 30th of one year to July the next.



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The review is to be concluded by August 1st of each year. After more discussion, Gary Wyse moved that we accept the minutes as submitted. Doris Artis seconded the motion. The minutes was approved.

September 07, 2021 – In the first sentence in paragraph 4, nor should be changed to “not”. The sentence should read “Pat Newman made a motion that the Electoral Board not conduct Sunday voting”. Changed noted. Purlie E. Banks moved that the minutes be approved with the necessary correction. It was seconded by Doris Artis. Upon further review, Purlie E. Banks stated that Pat Newman gave his resignation on the same date and it should have been included in the minutes. Purlie E. Banks moved that the minutes include the resignation of Pat Newman. Doris Artis seconded it. Motion carried. The minutes was approved unanimously with the correction and addition.

December 14, 2021 – Per Jennifer Maynard, under the topic “New Business”, “Risk Limiting Audit” all six precincts were audited not just one. Gary Wyse moved to remove “that one precinct would be audited and that”. Doris seconded the motion. The sentence will read “Registrar advised the counting process would take place January 3-5, 2022”. The minutes was approved unanimously with the change.

Purlie E. Banks moved that we go into closed session to discuss the appointment of Officers of Elections and unfinished personnel business. Doris Artis seconded the motion. The motion passed unanimously.

After the discussion of officers of election and personnel discussion, Purlie E. Banks moved that we reconvene to Open session to complete the agenda. Doris Artis seconded it. The motion passed.



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New Business – Jennifer Maynard gave the Electoral Board a copy of the Budget and Redistricting Maps options A and B. The maps were given for information only.

Doris Artis asked what dates were the Primary and the Election. Per Jennifer Maynard, the Primary is scheduled to be held on June 21st and the Election will be held on November 08, 2022.

Announcements – Jennifer Maynard stated that the Electoral Board dues have been sent. Purlie E. Banks stated that she will be attending the VEBA meeting that is being held at the Homestead in Hot Springs, VA on March 18-20, 2022.

Doris Artis moved that the meeting be adjourned at 4:34 pm. Purlie E. Banks seconded the motion. The motion was approved unanimously. The meeting adjourned.

Humbly Submitted,

Purlie E. Banks/PEB

Purlie E. Banks
Secretary