

Template for Electoral Board Closed Session Minutes

Electoral Board Closed Session

Date: 7-11-16

**CLOSED SESSION**

GOING IN TIME: 10:15 AM

1. Upon a motion made by Electoral Board Member Smeltzer, seconded by Electoral Board Member KIAM, and passed by a vote of Electoral Board, Electoral Board went into closed session pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia for the "[d]iscussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body; ...."

2. Upon a motion made by Electoral Board Member Smeltzer, seconded by Electoral Board Member KIAM, and passed by vote of the Electoral Board, Electoral Board reconvened in open session.

COMING OUT TIME: 11:30 AM

**CERTIFICATION**

1. Upon a motion made by Electoral Board Member Smeltzer, seconded by Electoral Board Member KIAM, and passed upon affirmative roll call vote in open session, it was certified that (i) only public business matters lawfully exempted from open meeting requirements and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed session or meeting by the Electoral Board.

**ROLL CALL VOTE:**

Chair EBM : yes  
Vice Chair WMS : yes  
Secretary KAE : yes

  
Chair signature

7-11-16  
Date