



# CITY OF PORTSMOUTH, VIRGINIA

Established 1752

## Electoral Board

(757) 393-8644 • Fax: (757) 393-5415

*William H. Watts, Sr., Chairman*  
*Curtis L. Gunn, Vice-Chairman*  
*Carol Summerlyn, Secretary*


### ELECTORAL BOARD MINUTES

The Portsmouth City Electoral Board met on Wednesday, September 15, 2021, in the Office of the General Registrar. Chairman William H. Watts, Sr., Vice-Chair Curtis L. Gunn, Secretary Carol Summerlyn, and General Registrar and Director of Elections Alexandra N. Reid were present. Chairman Watts called the meeting to order at 11:00 a.m.; Vice-Chair Gunn offered a prayer. The minutes of the August 18, 2021, meeting were approved. The general registrar informed the board of the installation of the Official Ballot Drop Box in the median on Columbia Street beside the drop box for the treasurer's office. There would now be two drop boxes—one inside and one outside—at the City Hall building. The board added the stipulation that should something interrupt the 24-hour surveillance of the drop box (per notification of the Director of Information Technology), it will be locked and a notice placed on the box signifying its closure until further notice. The board approved the list of officers of elections slated to serve on Tuesday, November 2<sup>nd</sup>. The motion was also made and approved that no additions or substitutions be submitted to the general registrar by a board member without full consent of the electoral board. The board members scheduled their respective dates of attendance for the logic and accuracy testing of the DS200 optical scanner and ExpressVote voting machines to occur the week of October 18<sup>th</sup>. The chair adjourned the meeting at 11:29 a.m.

  
\_\_\_\_\_  
William H. Watts, Sr., Chairman

  
\_\_\_\_\_  
Curtis L. Gunn, Vice-Chair

  
\_\_\_\_\_  
Carol Summerlyn, Secretary

  
\_\_\_\_\_  
Date of Adoption