

# Mathews County Electoral Board Meeting - MINUTES

Wednesday, August 13, 2025, 1pm – Jury Room

1. **Call to order** by: JBohn Time: 1:20pm Present: JBohn, RCasciello

2. **Pledge to Flag**

3. **February, March April, May, & June Meeting Minutes:**

Approval to be facilitated electronically.

4. **Closed Session motioned by:** RCasciello 2<sup>nd</sup>: JBohn Vote: 2-0

**1:23pm: Entered Closed Session**

The Electoral Board of Mathews County convenes in closed session pursuant to Section 2.2-3711 A) (1) of the Code of Virginia to review personnel evaluation.

**1:39 pm: CZych entered meeting during Closed Session**

**3:03 pm: End Closed Session motioned by:** JBohn 2<sup>nd</sup>: RCasciello Vote: 3-0

**Closed session ended and Open session re-convened.**

The Mathews County Electoral Board certify that in the closed session just concluded, to the best of each member's knowledge: (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the board in the closed meeting.

5. **Signed ADA compliance Confirmation form and addendum.**

6. **Important Dates for remainder of 2025.**

Machine Programming: 9/8 - 12/25, Time: TBD

Early Voting: 9/19/25, Time 8 am – 4 pm (M – F)

BOS Mtg – Make Presentation, Time: 6 pm \*\*Jeff to confirm w/recipient

Pre-processing: 10/28/25, Time 10:00am

Saturday (Office Open) Early Voting: 10/25/25, Time: 9am – 5pm

Saturday (Office Open) Early Voting: 11/1/25, Time 9am – 5 pm

Early Setup: 11/3/25, Time: TBD \*\*based on School Schedule

Election: 11/4/25, Time: 5 am – 7 pm Voting

Canvass: 11/5/25, Time: 10:00am

Final Canvass: 11/10/25, Time: 10 or 11 am

**7. Additional discussion:**

- Carla purchased and has plaque
- October BOS Meeting scheduled for October 16<sup>th</sup>
- Jeff will call her to confirm her willingness and availability
- Carla to email Barbara RE: switching Secretarial payroll to Randall and remove from Jeff

**8. Topics for next meeting:**

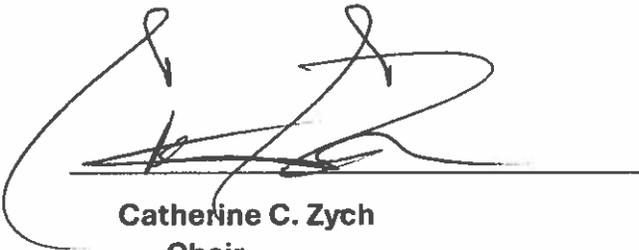
- July 30, 2025, VEBA & ELECT Conference & Bootcamp Training – Review from Randall

**9. Next meeting, Tuesday Sept. 9, 2025 (after L & A if needed, otherwise cancel)**

- Review Purchase

CZych Motioned to adjourn, 2<sup>nd</sup> RCasiello Vote:3-0

3:28 pm Adjourned



Catherine C. Zych  
Chair



Jeffrey Bohn  
Vice Chair



Randall Casiello  
Secretary