

BILL PANTELE
CHAIR

City of Richmond

JOYCE K. SMITH

VICE-CHAIR

CHERLYN S. STEVENS

SECRETARY



Electoral Board

Meeting Minutes
March 27th, 2026

CALL TO ORDER

The meeting was called to order at **1:46 p.m.** by **Chair Bill Pantele**. Also in attendance were **Vice Chair Joyce K. Smith** and **Secretary Cherlyn S. Stevens**. Introductions of the Board were made, followed by a welcome. Vice Chair **Joyce K. Smith** moved to adopt the agenda.

Secretary **Cherlyn S. Stevens** seconded the motion. All members were in favor, and the motion passed.

STAFF IN ATTENDANCE

- David Levine, General Registrar / Director of Elections
- Caitlin Shelton, Executive Assistant
- Cassandra Harris, Election Services and Operations Manager
- Aliya Daniels, Research and Policy Analyst
- Nicole Hicks, Voter Outreach and Communications

PUBLIC IN ATTENDANCE

There were no members from the public present at this time.

APPROVAL OF PREVIOUS MEETING MINUTES

Executive Assistant **Caitlin Shelton** requested approval at this time. Vice Chair **Joyce K. Smith** moved to approve the March 18th, 2026 minutes. The motion was seconded and passed unanimously.

CLOSED SESSION

There was no closed session at this current meeting.

PUBLIC COMMENT – ITEMS ON THE AGENDA AND OFF THE AGENDA

There were no members of the public who signed up for public comment at this time.

OPEN SESSION

Cassandra Harris Election Services and Operation Manager presented the City of Richmond Electoral Board with a list of 22 new election officials from the Democratic(12), Republican Party (2),Non Affiliation (8). The City of Richmond Electoral Board members briefly reviewed the list of officers Secretary Cherlyn S. Stevens motioned to approve the current list of officers motion was seconded, all were in favor, and the motion passed.

MEETING ADJOURNMENT

The meeting was adjourned at 1:52 PM by Chair Bill Pantele. There being no other business, the meeting was adjourned.

NEXT MEETING DATE

No future meeting date was made at this time. However, the City of Richmond Electoral Board will be here for logic and accuracy testing of electronic pollbook equipment on April 19th ,2026 @3:00pm

Bill Pantele
Chair to the Electoral Board

Joyce K. Smith
Vice Chair to the Electoral Board

Cherlyn S. Stevens
Secretary to the Electoral