

# City of Richmond



CHERLYN STARLET STEVENS  
SECRETARY

JAMES M. NACHMAN  
CHAIR

JOYCE KING SMITH  
VICE-CHAIR

## Electoral Board

Meeting Minutes  
February 1, 2021

“SIC ITUR AD ASTRA”

SUCH IS THE WAY OF THE STARS

### **CALL TO ORDER**

The meeting of the City of Richmond Electoral Board was called to order by Chairman James Nachman. In attendance were Joyce Smith, Vice-Chair; C. Starlet Stevens, Secretary; J. Kirk Showalter, General Registrar; Jerry Richardson, Deputy Registrar; Adriene Davis, Exec. Asst. to the Electoral Board, Linda Woods, Attorney.

### **ELECTORAL BOARD REORGANIZATION**

It was moved by Joyce Smith and second by C. Starlet Stevens that James Nachman will remain Chairman of the Board. All were in favor of the motion. Motion passed. It was moved by Starlet Stevens and second by James Nachman that Joyce Smith will remain Vice Chair of the Board. Motion carried and passed. Starlet Stevens will remain Secretary of the Board on motion by Joyce Smith and second by James Nachman. Motion passed.

### **PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA**

The adopted guidelines allow citizens to speak during either of the public comment periods for no more than 3 minutes. The Board voted to set time to two minutes per speaker. Joyce Smith motioned to deviate from the normal policy and allow those persons who were placed on the list after the deadline, to speak during the comment period. C. Starlet Stevens second, motion passed. Several citizens were given an opportunity to speak pro or con on the issue of retention or dismissal of Registrar Kirk Showalter.

### **APPROVAL OF MINUTES**

Joyce Smith moved to approve the minutes of the Board meeting held October 27, 2020, C. Starlet Stevens second. Motion passed.

### **APPOINTMENT OF ELECTION OFFICERS 2021-2022**

The city Democrat and Republican committees have the right to submit names of election officers for appointment. The Republican committee submitted a list, the Democratic committee did not to date.

Not all persons on the Republican list returned completed oath forms. Ms. Elizabeth Butler suggests that there be a Republican and Democrat serve as Chief and Asst. Chief in every precinct.

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According to Kirk Showalter, that request is not possible to accommodate because no appointees were submitted by the Democratic Party.

Ms. Showalter recommended that the Board appoint nominees that submitted oath forms, must complete training and others that submit oaths at a later date be accepted upon receipt.

C. Starlet Stevens motioned that Ms. Showalter's recommendation be accepted. Ms. Stevens added to the motion that the Board accept the Republicans list of nominees. Joyce Smith second, motion passed.

### **CLOSED SESSION: PERSONNEL MATTERS**

Joyce Smith read the motion to closed session pursuant to [Section 2.23711\(A\) \(1\)](#) of the Virginia Freedom of Information Act to discuss the performance and disciplining of the General Registrar of the City of Richmond.

The Certification of Closed Meeting was read by Secretary Stevens according to [Section 2.2-3712](#) of the Code of Virginia. All members of the Board signed the certification unanimously.

According to the Virginia Code [Section 24.2-109](#), which governs the removal of General Registrars, Vice-Chair Joyce Smith motioned that J. Kirk Showalter be removed as General Registrar of the City of Richmond for cause immediately. The motion was second by Chairman James Nachman, Secretary C. Starlet Stevens opposed. Motion passed.

Secretary Stevens motioned to approve payment of the remaining vacation time that Registrar Showalter accrued. Chairman Nachman will consult with the City before rendering a decision.

### **OTHER BUSINESS**

Kirk Showalter noted that there are several precincts that need to relocate. Ms. Showalter objected to the surrendering of her badge and keys, per the Code of Virginia, Ms. Showalter states she is to remain Registrar until one has been appointed. Mr. Nachman determined that the code section does not apply to her removal.

### **PUBLIC COMMENT PERIOD, ITEMS NOT ON THE AGENDA**

Ms. Barbara Zedler, the authorized Republican observer was denied a copy of the redacted provisional ballot log. Ms. Zedler recommend the Board update their hearing processes to provide and communicate a mechanism that will allow authorized parties and independent candidate observers to obtain copies of the log prior to future provisional ballot hearings.

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Elizabeth Butler, a representative of the Republican Party of the City of Richmond, expressed her concerns regarding the conduct of the November election's canvass.

Chairman Nachman called for adjournment.

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James M. Nachman  
Chairman to the Electoral Board

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Joyce K. Smith  
Vice Chairwoman to the Electoral Board

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Cherlyn S. Stevens  
Secretary to the Electoral Board