

# City of Richmond

BILL PANTELE  
CHAIR

JOYCE K. SMITH

VICE-CHAIR

CHERLYN S. STEVENS  
SECRETARY



## Electoral Board

Meeting Minutes  
January 4<sup>th</sup>, 2026

### CALL TO ORDER

The meeting was called to order at **1:02 PM** by **Chair Cherlyn S. Stevens**.

### APPROVAL OF PREVIOUS MEETING MINUTES

No minutes to approve currently.

### PUBLIC COMMENT – ITEMS ON THE AGENDA AND OFF THE AGENDA

There were **no public comments** at this time.

### OPEN SESSION

#### **Staff and Board Members in Attendance**

- **Caitlin Shelton**, Executive Assistant
- **David Levine**, General Registrar
- **Cherlyn S. Stevens**, Chair

Chair Stevens stated that the Board intended to hold this organizational meeting prior to **February 1<sup>st</sup>**, 2026, but due to the **January 6<sup>th</sup>, 2026, election**, the Board convened to establish positions.

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### **APPOINTMENT OF ELECTORAL BOARD OFFICERS**

**Secretary Joyce K. Smith** made a motion to appoint **Bill Pantele**, the newest Electoral Board member representing the **Democratic Party**, as **Chair**.

**Motion:** Approved

**Vote:** Unanimous

Upon assuming the role of Chair, **Chair Bill Pantele** made a motion to appoint:

- **Joyce K. Smith** as **Vice Chair**
- **Cherlyn S. Stevens** as **Secretary**

**Motion:** Approved

**Vote:** Unanimous

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## MEETING ADJOURNMENT

The meeting was adjourned at 1:05 PM by Chair Bill Pantele. There being no other business, the meeting was adjourned

## NEXT MEETING DATE

The **Canvass Meeting** will take place on **Wednesday, January 7<sup>th</sup>, 2026**.

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Bill Pantele  
Chair to the Electoral Board

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Joyce K. Smith  
Vice Chair to the Electoral Board

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Cherlyn S. Stevens  
Secretary to the Electoral Board