

BOTETOURT COUNTY ELECTORAL BOARD

December 10, 2020

On December 10, 2020 a regular meeting of the Botetourt County Electoral Board was held in the second floor conference room of the Botetourt County Circuit Courthouse in Fincastle. All members were present. The GR/DOE, Traci Clark, participated by telephone. Chairman John Rader called the meeting to order at 2:10 pm.

Vice Chairman Steve Vaughn moved to approve the minutes from the meeting held on November 9, 2020. The motion passed unanimously.

The Board then proceeded to consider the EB/Registrar proposed budget for FY 21-22. Traci had previously provided the Board with a composite, and worksheets explaining each line item. Traci then made an oral presentation of the budget. The Board had a number of questions which were answered by Traci. Following a lengthy discussion Secretary Buck Heartwell made a motion that the proposed budget be approved. The motion passed unanimously.

The Board then discussed the passing of Paul Fitzgerald, who had served on the Electoral Board for several years with great distinction. Buck made a motion that an appropriate remembrance be sent from the Board to Mr. Fitzgerald's widow, Lee. The motion passed unanimously. Traci agreed to take care of the selection and delivery of

the remembrance. The Board members agreed to split the cost personally.

At this time, Traci left the meeting. The board then discussed whether the County should be asked to provide Traci with a merit raise. It was recognized that Traci had not had a merit raise since she was appointed in 2015. Moreover, her overall job performance had been excellent, and her adept administration of the complex and contentious 2020 election was particularly noteworthy. Ultimately, Buck made a motion that the County be asked to provide Traci with a 3% merit raise which would begin on July 1, 2021. The motion passed unanimously.

The Board then scheduled its annual organizational meeting for February 1, 2021 at 10:00 am. There being no further business to come before the Board, the meeting was adjourned.

Buck Heartwell, Secretary