

1 **HANOVER COUNTY ELECTORAL BOARD**

2 **MEETING MINUTES**

3 **Hanover County Government Center Wickham Building,**

4 **7497 County Complex Rd, Hanover, VA 23069**

5 **April 10, 2026**

6 **Present:**

7 **Board Members:** Chair Michael C. Carter, Secretary Margaret J. “Peggy” Lavinder, Vice-Chair,  
8 Scott O. Konopasek.

9 **Staff members:** Director of Elections/General Registrar Teresa “Teri” Smithson

10 **Guest(s):** None

11 Call to Order by chair Michael Carter at 10AM- Pledge of Allegiance

12 Approval of Minutes Mr. Konopasek makes a motion to approve March 13, 2026. Meeting  
13 minutes as written and submitted. Motion passes.

14 Public Comment

- 15 • Mr. Jack Dyer, HRC Chair, States that his understanding is that there is already a policy  
16 manual for Electoral Boards in the State Code, as HRC Committee Chair, he doesn’t see  
17 a need for Hanover County to create their own policy manual. Mr. Dyer regrets to hear of  
18 Registrar Ms. Teri Smithson’s upcoming retirement. Believes she is the best Registrar in  
19 the Commonwealth.

20 Registrar’s Report

- 21 • Ms. Smithson gave current election update. Vote by Mail stats as of today -3179. Turnout  
22 for early voting is higher compared to historical turnout for primaries/specials. We are  
23 prepared. Adjustments made because of building construction. New room/space for early  
24 voting, logistics and travel flow for curbside and poll greeting is working well.
- 25 • Staffing challenge. Reasons-EO volunteers have scheduling conflicts because this is an  
26 unusual time of year to be needed. Many have travel or medical reasons for non-  
27 availability. Many have stepped into new roles to help fill gaps. Ms. Aimee Wilson, Chief  
28 Deputy Registrar, provides report of staffing needs as of today. Ms. Smithson proposes  
29 releasing a public notice encouraging early voting because of staffing issues. Board  
30 advises to wait and ask Ms. Smithson to contact neighboring localities to see how they  
31 are handling. Review of calendar.

32 New Business

- 33 • Electoral Board Master Policy Manual proposal discussion. Mr. Konopasek makes a  
34 motion to continue refining. Consider feedback from Deputy County Attorney, Leah Han.  
35 Proposal named as unfinished business for future meetings.
- 36 • Registrar Job Description-discussion, reviewed, updated, and approved by Board.  
37 Timeline discussed. Mr. Konopasek will submit to HR to follow county process.

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39 Meeting adjourned 12:15PM

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41 Respectfully submitted by Peggy Lavinder

42 Hanover County Electoral Board

43 Secretary

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46 Michael Carter, Chairman

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49 Scott O. Konopasek, Vice Chairman

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52 Margaret "Peggy" Lavinder, Secretary

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