

Hampton Electoral Board Meeting
January 7, 2026 10:00 a.m., Registrar's Office

Minutes Approved February 5, 2026

Present: Rebecca Winn, Chair; Stephanie Durrah, Vice Chair; Tara Morgan, Registrar; Matt Scott, Secretary

Also Present: Deputy City Attorney Angela King

Meeting was called to order at 10:14 a.m.

We welcome Stephanie Durrah to the Electoral Board as she begins her term in this area of service. Stephanie has been an Election Official and a Precinct Chief.

Minutes from 12.11.25 were approved with one change. The numbers reported from the provisional meeting were 1 off because 1 ballot was hand counted. Motion was made to approve those minutes with the aforementioned change.

There were no Public Comments made in today's meeting.

Motion was made to pursue the New American Theater as a venue for the first Annual Election Appreciation Event. The date is tbd, and we are still determining who will do the catering. Motion seconded and passed.

We are seeking Software to assist office staff with record keeping is on-going.

The VEBA Annual meeting is March 23-25 in Hot Springs, VA.

Tara will contact Atty Joi Brown for the School Board to advance our policy request regarding not having in-person school on Election Days.

Precinct ADA Compliance – The checklist will be put together so we can do our evaluations this spring. We'll likely do 2 each month for each of the 3 EB members. This will be finalized in next month's meeting.

Phones in Precincts – We are pursuing the capability to have phones active on Election Days in each of our precincts. Contact will be made with Park & Rec, Public Works, IT, the head Librarian, and HU to move forward on this. Cell phone service is sketchy at times in many of our precincts.

Security Training – We are still looking for the right training for our Officers of Election, especially Chiefs and Assistant Chiefs.

A report was made by Deputy City Attorney Angela King on the HU Precinct. Paperwork was sent to the Attorney General. There has been communication with other agencies. There needs to be notice sent to the voters in the new precinct before the first Election Day in which it is to be used. It was determined that we have enough equipment (or can rent additional equipment in the short-run) for the new precinct.

We need to get the word out that more OEs are needed.

New Business

A motion was made and seconded for the 2026 EB officers to be as follows:

Chair – Rebecca Winn

Vice Chair – Stephanie Durrah

Secretary – Matt Scott

Motion passed.

Meetings for 2026 for the Electoral Board are generally scheduled to be the first Thursday of each month: February 5, March 5, April 2, May 7, June 4, July 9, August 6, September 3, October 1, December 3. These are subject to change and that will be properly announced if necessary.

Boot Camp Training will be available February 3, March 23, and sometime in July.

Deputy City Attorney Angela did FOIA Training for us. Copies of this presentation are available through the Registrar's Office.

We reviewed term duration for Officers of Election. Our current OEs were all appointed to three year terms a year ago. As more OEs are added they will be appointed to terms that keep their end-of-service date the same as the others. A reminder: OEs can have their party affiliation changed if the local parties desire it, or they can be removed.

Delegation to the Registrar's Office of various duties was tabled.

A motion was made to move to Closed Session. Motion was made that, pursuant to Virginia Code 2.2-3711 (A) (1), the Electoral Board go into closed session for the purpose of consideration of employment salaries. Motion seconded and passed.

Closed session began at 12:47 p.m.

Motion was made to move back to Open Meeting at 1:00 p.m. Seconded and passed.

Motion was made that the members of the Electoral Board certify that, to the best of each board member's knowledge, only public business matters lawfully exempted

from open meeting requirements and only such public business matters as were identified in the motion to convene the closed session were heard, discussed, or considered in the closed session. Motion seconded and passed.

A motion was made and seconded to continue the policy of allowing our General Registrar to utilize flex time as compensation for overtime at the end of an election. Motion passed.

Our Work Session was tabled until next meeting.

Meeting was adjourned at 1:07 p.m..

Sincerely Submitted,
Matt Scott, Secretary
Hampton Electoral Board