

**COUNTY OF HENRICO, VIRGINIA  
ELECTORAL BOARD MEETING  
June 18, 2025**

**Present:**

Linwood Cobb, III, Chairperson, Electoral Board  
Yvonne Smith, Vice-Chairperson, Electoral Board  
Cathy Woodson, Secretary, Electoral Board  
Mark Coakley, General Registrar, Voter Registration and Elections  
Anne Marie Middlesworth, Deputy Registrar, Voter Registration and Elections  
Leslie Funn, Technology Specialist II, Voter Registration and Elections  
Yashima Richardson, Management Specialist I, Voter Registration and Elections  
Marva Williams, Election Certification Worker  
Audrey Evins, Election Certification Worker  
Anita Taylor, Election Certification Worker  
Kenneth Toombs, Election Certification Worker  
Charles (Chip) Carrol Jr., Election Certification Worker  
Pamela Embrose, Election Certification Worker  
Rebekah Midkiff, Election Certification Worker  
Roseann Xytakis, Election Certification Worker  
Joy Jackson, Election Certification Worker

The Henrico County Electoral Board meeting was held on Wednesday, June 18, 2025, to conduct the canvass for the Democratic Primary election held on June 17, 2025. The meeting was called to order by the Chair, Mr. Linwood Cobb, at 9:05 a.m.

At 11:30 a.m., at the conclusion of the canvass, on a motion by Mrs. Smith and seconded by Mrs. Woodson and by unanimous vote, the Electoral Board recessed until 2:00 p.m. this afternoon and will reconvene in closed session to conduct the Annual General Registrar Performance Review (SBE-109.1) The meeting will be held at the Voter Registration & Election Office-Administration Annex Bldg. Conference Room.

**Certificate of Closed Meeting**

**WHEREAS**, the Electoral Board of Henrico County, Virginia, has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS** Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED** that the Board certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification

resolution applies, and (ii) only such public business matters were identified in the motion convening the closed meeting were heard, or considered by the Board.

**Vote**

**Ayes:** Three

**Nays:** Zero

(For each nay vote, the substance of the departure from the requirements of Act should be described)

**ABSENT DURING VOTE:** Zero

**ABSENT DURING Meeting:** Zero

The Henrico County Electoral Board reconvened in Executive session, pursuant to the Code of Virginia on Wednesday, June 18, 2025, at 2:00 p.m. in the Conference Room of the Voter Registration & Election Office Administration Building, Annex.

The Annual General Registrar Performance Review (SBE-109.1) was completed by the Electoral Board. At the completion of the evaluation form by the Electoral Board, Mr. Coakley was asked to attend the meeting at which time the completed evaluation was reviewed with Mr. Coakley. After reviewing and discussing the evaluation, the Electoral Board members and Mr. Coakley signed the Annual General Registrar Performance Review; and the document will be submitted to the Department of Elections.

**Adjournment**

There being no further business, on motion by Mr. Cobb, III, seconded by Mrs. Woodson, and by unanimous vote, the Board voted to recess at 3:54 p.m. until Monday, June 23, 2025, at 9:00 a.m. to review Provisional Ballots from June 17, 2025, Democratic Primary Election.

The vote of the Board was as follows:

**Ayes:** 3

**Nay:** 0

---

Linwood Cobb, III, Chair

---

Yvonne Smith, Vice-Chair

---

Cathy Woodson, Secretary

**COUNTY OF HENRICO, VIRGINIA  
ELECTORAL BOARD MEETING  
June 23, 2025**

**Present:**

Linwood Cobb, III, Chairperson, Electoral Board  
Yvonne Smith, Vice-Chairperson, Electoral Board  
Cathy Woodson, Secretary, Electoral Board  
Mark Coakley, General Registrar, Voter Registration and Elections  
Anne Marie Middlesworth, Deputy Registrar, Voter Registration and Elections  
Leslie Funn, Technology Specialist II, Voter Registration and Elections  
Yashima Richardson, Management Specialist I, Voter Registration and Elections  
Gene Ward, Voting Machine Technician, Voter Registration and Elections  
Raymond Dawson, Voting Machine Technician, Voter Registration and Elections

The Henrico County Electoral Board reconvened in Executive session, pursuant to the Code of Virginia on Wednesday, June 23, 2025, at 9:00 a.m. in the Conference Room of the Voter Registration & Election Office Administration Building, Annex.

The meeting was called to order by the Chair, Mr. Cobb, at 9:00 a.m. in closed session to certify the Provisional ballot count.

**Certificate of Closed Meeting**

**WHEREAS**, the Electoral Board of Henrico County, Virginia, has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS** Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED** that the Board certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters were identified in the motion convening the closed meeting were heard, or considered by the Board.

**Vote**

**Ayes:** Three

**Nays:** Zero

(For each nay vote, the substance of the departure from the requirements of Act should be described)

**ABSENT DURING VOTE:** Zero

**ABSENT DURING Meeting:** Zero

## **Provisional Ballots**

The Registrar's office researched the Provisional ballots from the June 17, 2025, Democratic Primary Election. Mr. Coakley asked the Board to accept the recommendations for:

### **Qualified Provisional Ballots:**

182- counted

### **Not Qualified Provisional Ballots:**

32 - denied

On a motion by Mr. Cobb, III, and seconded by Mrs. Smith and by unanimous vote, the board accepted the recommendation of the General Registrar and staff for counting the 182 Provisional ballots which qualified and rejecting the 32 Provisional ballots which did not qualify.

The vote of the Board was as follows:

### **Vote:**

Ayes: Three

Nays: Zero

## **Certificate of Closed Meeting**

**WHEREAS**, the Electoral Board of Henrico County, Virginia, has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS** Section 2.2-3712 of the Code of Virginia requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law.

**NOW, THEREFORE, BE IT RESOLVED** that the Board certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters were identified in the motion convening the closed meeting were heard, or considered by the Board.

### **Vote**

Ayes: Three

Nays: Zero

(For each nay vote, the substance of the departure from the requirements of Act should be described)

The Board returned from closed session at 10:12 a.m. after completing the certification of the Provisional ballot count.

With no further business or good of the order, on a motion by Mrs. Woodson, seconded by Mrs. Smith, and by unanimous vote, the Board voted to adjourn this meeting at 10:14 a.m.

---

Linwood Cobb, III, Chair

---

Yvonne Smith, Vice-Chair

---

Cathy Woodson, Secretary

DRAFT