

**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, IT 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

**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, IT 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 Monday, 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, III, 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

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