**Craig County Electoral Board**

**155 Main Street**

**New Castle, VA 24127**

**August 24, 2020**

**Work Session Minutes**

Meeting via Zoom convened at 6:13 p.m.

Present: Elaine Christian, Chair; Martha Murphy, Vice Chair; Susan Creasap, Secretary; Mildred Bostic, General Registrar

Meeting called to order by Elaine Christian, Chair at 6:03 pm.

Business discussed:

1. Post Office Update (Martha) – Vote early!
2. Early Voting Hours – Monday through Friday, 8 am – 4 pm beginning September 18th. Also includes the two Saturdays prior to the election (October 24th & 31st).
3. Office Assistants – there is a need to establish a calendar of who will be working and when. This includes GR assistants and Officers of Election.
4. Pay – Discussion of how much to pay essential workers during the pre-election time frame.

It has been noted by the Electoral Board that ALL who work in or enter the General Registrar’s Office must follow CDC guidelines and wear masks. This is also mandated during the November 3rd election. The Electoral Board not only supports this policy but expects that it will be followed!

Meeting adjourned at 6:43 pm.

Susan Creasap, Secretary