

## Norfolk Electoral Board

---

### Minutes of the General Election Canvass, November 5 & 14, 2025

#### Present for Election Canvass Day One - November 5, 2025

Ms. Atoy Carrington (Chair), Ms. Marianne McKay (Vice Chair), Mr. H. Michael Ziegenfuss (Secretary), Ms. Stephanie Iles (General Registrar and Director of Elections), and Mrs. Toni Duquette (Executive Assistant to Norfolk Circuit Court Clerk), and member of the public: Carol LaFauci.

The Norfolk Electoral Board was called to order on Wednesday, November 5, 2025, at 10:02 a.m. in the Norfolk Circuit Court Clerk's Conference Room, located at 150 St. Paul's Blvd. 7th Floor, to canvass the November 4, 2025 General & Special Elections and to consider Provisional Ballots cast.

Mr. Ziegenfuss motioned to release the Provisional Ballots to the custody of Ms. Yetta Wilkins, Deputy IV, and the Norfolk Office of Elections to begin preliminary review and research for the Electoral Board. Ms. Carrington seconded the motion. Discussion was held. The motion to release the Provisional Ballots to the Norfolk Office of Elections passed 2-1 with Ms. McKay dissenting.

The Board began the canvass of the forty-eight (48) precincts that participated in the General & Special Elections.

After a brief lunch, the Board re-convened at 1:00 p.m. and completed the canvass of the remaining precincts.

Mr. Ziegenfuss moved to recess the meeting with a tentative reconvene date of Thursday, November 13th at 1:00 p.m. or until such time as the Norfolk Office of Elections completed research of Provisional Ballots no later than Friday, November 14th. The meeting will be held in the Norfolk Office of Elections to canvass the Central Absentee Precinct ballot numbers and Provisional Ballots cast and to complete the Abstract of Results to certify the election. The motion was seconded by Ms. Carrington and carried unanimously. The Board recessed at 3:15 p.m. The reconvened session was later changed to Friday, November 14th at 10:00 a.m.

#### Present for Election Canvass Day Two - November 14, 2025

Atoy Carrington (Chair), Marianne McKay (Vice Chair), H. Michael Ziegenfuss (Secretary), Stephanie Iles (General Registrar and Director of Elections), Rosanna Bencoach (Deputy Registrar and Deputy Director of Elections), a representative from the City Attorney's office and Trevor Metcalfe (reporter) were in attendance.

The Board re-convened on Friday, November 14, 2025 at 10:05 a.m. in the Norfolk Office of Elections Conference Room in Norfolk's City Hall to complete the canvass of November 4, 2025 General & Special Elections.

The canvass of the Central Absentee Precinct votes by Early Voting (EV), by mail (AB), and Post-Election (PE) were completed.

Ms. McKay moved to go into closed session to review the Provisional ballot logs. There was no second. The motion was tabled. Discussion was held.

### Closed Session

At 10:46 a.m., it was moved by Mr. Ziegenfuss and seconded by Ms. Carrington to go into closed session pursuant to the Code of Virginia 24.2.653.01(b) for review of Provisional Ballots. The motion was approved by a 2-1 vote of the Board with Ms. McKay dissenting.

Upon a motion made by Mr. Ziegenfuss and seconded by Ms. Carrington and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session. Furthermore, at 10:58 a.m. Mr. Ziegenfuss moved to adopt the following certification:

"We certify that the Norfolk Electoral Board convened a closed meeting on Friday, November 14, 2025, pursuant to an affirmative vote in accordance with the provisions of the Virginia Freedom of Information Act and that 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. The Norfolk Electoral Board further certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion concerning the closed meeting were heard, discussed, or considered by the Board in the closed meeting." Ms. McKay seconded the adoption of the certification, and the Board voted by roll call to approve the certification. Ms. Carrington voted – Aye, Mr. Ziegenfuss voted – Aye, Ms. McKay voted - Aye.

Ms. Carrington motioned not to count one hundred and seven (107) Provisional Ballots. Mr. Ziegenfuss seconded the motion. The motion passed 2-1 with Ms. McKay dissenting. Ms. Carrington motioned to approve one thousand four hundred and twenty (1,420) Provisional Ballots. Mr. Ziegenfuss seconded the motion. The motion passed 2-1 with Ms. McKay dissenting.

The Provisional Ballot information is as follows:

Total Provisional Ballots Cast = 1,528 of which 110 were Early Voting Same Day Registration (SDR) and 1,205 were Election Day SDR

Total Not Counted = 107

58 = Wrong Precinct

19 = Wrong Locality

25 = Not Registered

5 = Other miscellaneous

Counted = 1,420

109 = Early Voting SDR

1,100 = Election Day SDR

196 = Absentee Ballot Not Surrendered

15 = Pollbook Error

**Note:** Only 1,418 Provisional ballots were counted in total as two (2) envelopes did not contain a ballot within.

At 3:42 p.m., it was moved by Mr. Ziegenfuss and seconded by Ms. Carrington to go into closed session pursuant to the Code of Virginia 2.2-3711 (7) for discussion of legal. The motion was approved unanimously.

Upon a motion made by Mr. Ziegenfuss and seconded by Ms. Carrington and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session. Furthermore, at 3:58 p.m. Mr. Ziegenfuss moved to adopt the following certification:

"We certify that the Norfolk Electoral Board convened a closed meeting on Friday, November 14, 2025, pursuant to an affirmative vote in accordance with the provisions of the Virginia Freedom of Information Act and that 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. The Norfolk Electoral Board further certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion concerning the closed meeting were heard, discussed, or considered by the Board in the closed meeting."

Ms. McKay seconded the adoption of the certification, and the Board voted by roll call to approve the certification. Ms. Carrington voted – Aye, Mr. Ziegenfuss voted – Aye, Ms. McKay voted - Aye.

At 3:59 p.m., it was moved by Mr. Ziegenfuss and seconded by Ms. Carrington to go into closed session pursuant to the Code of Virginia 2.2-3711(1) for personnel discussion. The motion was approved unanimously.

Upon a motion made by Mr. Ziegenfuss and seconded by Ms. Carrington and passed by unanimous vote of the Norfolk Electoral Board, the Electoral Board reconvened in open session. Furthermore, at 4:15 p.m. Mr. Ziegenfuss moved to adopt the following certification:

"We certify that the Norfolk Electoral Board convened a closed meeting on Friday, November 14, 2025 pursuant to an affirmative vote in accordance with the provisions of the Virginia Freedom of Information Act and that 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. The Norfolk Electoral Board further certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (ii) only such public business matters as were identified in the motion concerning the closed meeting were heard, discussed, or considered by the Board in the closed meeting."

Ms. McKay seconded the adoption of the certification, and the Board voted by roll call to approve the certification. Ms. Carrington voted – Aye, Mr. Ziegenfuss voted – Aye, Ms. McKay voted - Aye.

The Abstracts were completed and signed by the Board. The Elections Results Certification Checklist was completed by the Registrar and signed by the Electoral Board Secretary. Copies of the Abstracts, Checklist, and voided ballots were securely submitted to the Virginia Department of Elections electronically.

### Such other business as may come before the Electoral Board:

The next Board meeting was tentatively scheduled for Tuesday, January 6, 2025 at 11:00 a.m. in the Norfolk Office of Elections, located at Norfolk City Hall, 1st Floor – Suite 100. This meeting is subject to change due to availability with a new Electoral Board member joining the Norfolk Electoral Board effective January 1, 2026.

Ms. McKay motioned to adjourn the meeting. Mr. Ziegenfuss seconded. The meeting was adjourned by unanimous vote at 4:22 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "H. Michael Ziegenfuss". The signature is written in a cursive style with a large, stylized "H" and "Z".

Mr. Ziegenfuss, Secretary  
November 14, 2025