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| April 8, 2025 | 25420 West Newberry Road, Newberry, Florida 32669 |
| 7:00 PM |  |
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**AGENDA**

**CALL TO ORDER**

*Recommended Action:*

Ж Call the CITY OF NEWBERRY 2025 CANVASSING BOARD MEETING to Order.

Ж Announce Canvassing Board Affidavit must be signed by EVERY ELECTION EMPLOYEE.

**AGENDA**

*Recommended Action:*

Ж. State the purpose of this meeting is to canvass the vote-by-mail ballots and provisional ballots for the April 8, 2025 Newberry Municipal Election

* The copying, recording, or photography of voter signatures is **prohibited by law**. Anyone in violation will be removed and **not permitted** to return during the election period.
* Members of the public shall not interrupt Canvassing Board meetings, except to make an objection as permitted by law or to respond to an inquiry by the Canvassing Board.
* Phones and other electronic devices must be placed on silent during the Canvassing Board meetings.
* Any individual who violates the procedures or disrupts the canvassing process **may be removed**.
* Printed copies of the complete **Newberry Election Guidelines and Procedures for Observers and Public Inspection** are available.

**MINUTES OF APRIL 2, 2025 CANVASSING BOARD MEETING**

Chair Clark, Canvassing Board

*Recommended Action:*

Ж  Approve April 2, 2025, Canvassing Board Meeting Minutes

**CONDUCT CANVASSING OF VOTE-BY-MAIL BALLOTS**

Judy Rice, Newberry Municipal Supervisor of Elections

*Recommended Action:*

Ж  Explanation of process by the Municipal Supervisor of Elections

Ж  Processing of accepted vote-by-mail ballots and documenting those not accepted

Ж  Opening and counting all accepted vote-by-mail ballots

Ж  Scanning of accepted vote-by-mail ballots into tabulator

**CONDUCT CANVASSING OF PROVISIONAL BALLOTS READY FOR REVIEW**

Judy Rice, Newberry Municipal Supervisor of Elections

*Recommended Action:*

Ж  Explanation of process by the Municipal Supervisor of Elections

Ж  Processing of accepted provisional ballots and documenting those not accepted

Ж  Opening and counting all accepted provisional ballots

Ж  Scanning of accepted provisional ballots into tabulator

**CONDUCT CANVASSING OF ELECTION NIGHT RETURNS**

Chair Clark, Canvassing Board

*Recommended Action:*

Ж  Announce Precinct Results

Ж  Announce Unofficial Results, the preliminary total of precinct, vote-by-mail, and provisional ballots

Ж  Announce the deadline for a voter to cure their vote-by-mail or provisional ballot is 5 PM, Thursday, April 10th, 2025. The City Clerk’s office will send notification to these voters, in accordance with Florida Statutes.

**PUBLIC COMMENT  
*(Please limit announcements to 3 minutes per person)***

**COMMENTS**

Announce the Board of Canvassers shall meet on Thursday, April 10th, 2025 in the Mentholee Norfleet Municipal Building (Precinct 6) located at 25420 W Newberry Road, Newberry, Florida; at \_\_\_\_\_ PM to canvass the 2025 City of Newberry Municipal Election Vote-By-Mail Ballots. The public is invited and encouraged to attend.

**MEETING ADJOURNMENT**

*Recommended Action:*

Ж  Declare **THIS CANVASSING BOARD MEETING IS ADJOURNED**.



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| Judy S. Rice, City Clerk |

If A Person, Firm, or Corporation Desires to Take an Appeal From any Action Taken At the Above Meeting or Hearing, It May Be Necessary to Have A Verbatim Record of the Proceedings and It Is the Person, Firm, or Corporation’s Duty to See that Such A Record Is Made. The City of Newberry City Commission Policy Is to End the Public Meeting At 10:30 P.M. the Evening of the Regularly Scheduled Meeting Unless Extended by the City Commission. Any Matter on the Agenda Not Acted upon Shall Be Continued to the Next Regularly Scheduled City Commission Meeting, or a Special Meeting, At the Commission’s Discretion. In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation for attendance at this workshop should contact MV Transportation, Inc. At (352) 375-2784, not later than 72 hours prior to the proceedings. If hearing impaired, call the Florida Relay System at (800) 955-8770.