

**COUNTY OF ALBEMARLE**  
**OFFICE OF THE CLERK TO THE BOARD OF SUPERVISORS**

Travis O. Morris  
Senior Deputy Clerk



Grace Tamblyn  
Assistant to the Clerk

Claudette Borgersen  
Clerk

July 20, 2020

Mr. Ned L. Gallaway  
Ms. Beatrice J.S. LaPisto-Kirtley  
Ms. Ann H. Mallek  
Ms. Diantha H. McKeel  
Ms. Liz A. Palmer  
Ms. Donna P. Price  
Mr. Jeffrey B. Richardson  
Mr. Greg Kamptner

Dear Ladies and Gentlemen:

The Board of Supervisors will hold a special meeting on Wednesday, July 22, at 1:00 p.m., by electronic means, to allow a quorum of Board members to convene an open meeting to consider, discuss, and take action on an emergency ordinance establishing regulations to prevent the spread of the novel coronavirus commonly known as COVID-19.

The following language addresses the legal requirements regarding the Freedom of Information Act for the meeting:

The Chair, Mr. Gallaway, has called a special meeting of the Albemarle County Board of Supervisors to allow a quorum of Board members to convene an open meeting to consider, discuss, and take action on the following: the Incident Management Team's (IMT) recommendation to an emergency ordinance establishing regulations to prevent the spread of the novel coronavirus commonly known as COVID-19. The electronic meeting is called for Wednesday, July 22, at 1:00 p.m., pursuant to Ordinance No. 20-A(8).

No matter not specified in this notice shall be considered at this meeting unless all members are present or a waiver for the required notice is signed by all members in advance of the meeting.

Sincerely,

  
Claudette K. Borgersen, Clerk

cc:  
Mr. Travis O. Morris