

# Minutes

Talbot County Board of Elections  
215 Bay Street  
Easton, MD 21601  
*January 4, 2017*

## **Present:**

### **Board**

Joseph H. Secrist, President	(R)
Richard B. Bulman	(R)
Susan MacKinnon	(D)
John F. Hall	(R)

### **Staff**

Teresa Goode, Acting Election Director

### **State Board of Elections**

Sylvia Brown, Director, Personnel Services Division  
Desvin Gabbidon, Regional Manager, Field Support Division

A special meeting of the Talbot County Board of Elections was held on January 4, 2017 in Conference Room # Three at the Board office indicated above. Mr. Secrist called the meeting to order at 9:30 a.m. Mr. Secrist stated that Mr. Black had asked to be excused due to ill health but noted that a quorum was present.

## **Approval of Minutes of December 21, 2016**

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the meeting of December 21, 2016, a copy of which had been forwarded to the Board Members in advance of the meeting. Upon motion duly made (Mr. Bulman) and seconded (Mr. Hall), the minutes were approved unanimously.

## **Addition/Changes to the Agenda**

Mr. Secrist asked if there were any requests for changes to the agenda, adding that he would like to discuss the use of the warehouse in New Business. Upon motion duly made (Mr. Hall) and seconded (Mr. Bulman), the agenda was approved unanimously.

## Public Comment

In response to a question by Mr. Secrist, Mr. Gabbidon informed the Board that the voting equipment had been released such that maintenance could begin.

## Election Director's Report

Ms. Goode informed the Board members that the voice mail function for recording calls received while the Board office was closed was functional. She added that nonpayment to one of the election judges for early voting had been reviewed and resolved in favor of the election judge, who had since been correctly compensated.

## Old Business

Budget 2017-2018.

Ms. Goode said that the County Finance Office had informed her that the Local Board was charged with three lines, but only one of the invoices came to the Board office for approval. The other two were paid by the County which then apportioned those two bills among the various County agencies and the Local Board. As a result, she recommended that the budget for telephone (Line 5100) be increased to \$2,600 per year, as had been done on the *pro forma* budget which was among the materials provided to the Board members. Mr. Hall noted that, accordingly, footnote 3 on the *pro forma* budget should be removed.

Mr. Hall further expressed his hope that the Board would have a financial report through December 31 by the time of the January 18, 2017 meeting, which would allow the Board to further review the assumptions which were contained within the *pro forma* budget.

Ms. Goode stated that she had received a bill from the Maryland Association of Election Officials for annual dues and asked that the Board approve it. Mr. Bulman observed that payment of such dues was provided for in the current budget. The number of members from this County was discussed. If, in addition to the five Board members, dues were paid for three employees and the Board's attorney, then the total number would be nine. The consensus was that the dues should be paid.

Mr. Secrist asked about the usefulness of the subscription for the National Association of State Election Directors' newsletter. Ms. Goode stated that she would provide a copy of that newsletter to the Board members (which was, in fact done before the close of the meeting).

**New Business**

Warehouse

Mr. Secrist reported that Mr. Bauer had requested that the Board purchase a cabinet for storage of equipment, and an internet connection. The consensus was that the Board should ask Mr. Bauer to justify the expense when the Board met with him later in the meeting.

Upon motion by Mr. Bulman, seconded by Ms. MacKinnon, which was unanimously approved, the Board entered into Closed Session at 10: a.m., for the purpose of discussing a contract with a temporary employee. A copy of the Closed Meeting Statement is attached hereto. The Board reconvened in Open Session at 1:50 p.m.

Mr. Hall reported that he had contributed to the State Republican party.

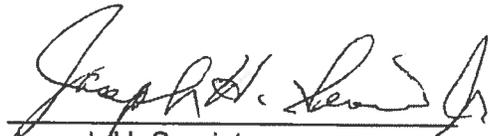
Ms. Brown reported that Ms. Mitchell had returned her laptop, identification badge and keys.

Mr. Secrist announced that the next regularly scheduled meeting of the Board would take place on January 18, 2017 beginning at 9:30 a.m.

Upon motion to adjourn by Mr. Bulman, seconded by Mr. Hall, and approved unanimously, the meeting was adjourned at 2:05 p.m.

Attested,

Respectfully submitted,

  
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Joseph H. Secrist

  
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John F. Hall

WRITTEN STATEMENT FOR CLOSING A MEETING UNDER THE OPEN MEETINGS ACT

Date: 1/4/17 ~~75~~ Time: 10:00 Location: Conference Room 3, 215 Bay Street, Easton, MD

Motion to close meeting made by Bulman Seconded by MacKinnon

Members voting in favor: unanimous

Opposed: 0 Abstaining 0

Absent Blade

STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b) (check all that apply):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) – (6) Omitted; not within the authority of a local election board;
- (7) To consult with counsel to obtain legal advice on a legal matter;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) through (11) Omitted; not within the authority of a local election board;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;

FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:

§3-305(b) (1) To perform an evaluation of the Election Director's performance

§3-305(b) ( )

§3-305(b) ( )

This statement is made by Joseph H. Secrist, Presiding Officer:

Joseph H. Secrist  
Signature