

Minutes

Talbot County Board of Elections
215 Bay Street
Easton, MD 21601
March 15, 2017

Present:

Board

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

Staff

Jeri Cook, Election Director
Teresa Goode

State Board of Elections

Sylvia Brown, Director, Personnel Services Division

Public

Walter L. Johnson
Chris Koch
Michael W. Brady
Mary-beth Goll (who arrived at 10:00 a.m.)

The monthly meeting of the Talbot County Board of Elections was held on March 15, 2017 in Conference Room # One at the Board office indicated above. Mr. Secrist called the meeting to order at 9:30 a.m. Mr. Secrist noted that a quorum was present.

Approval of Minutes of February 21, and corrections for the minutes of January 4, 2017 and January 18, 2017.

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the meeting of February 21, a copy of which had been forwarded to the Board Members in advance of the meeting. He also asked if corrected page 1 of each of the minutes of January 4, 2017, and January 18, 2017, which had also been forwarded to the Board Members in advance of the meeting might be substituted for the original. Upon motion duly made (Mr. Bulman) and seconded (Mr. Black), the minutes for February 21, and corrected page 1 for the two meetings described above, were approved unanimously.

Addition/Changes to the Agenda

Mr. Bulman observed that the printed agenda did not contain the required notification regarding the possibility that a part of the meeting might be closed. He asked if there were any need for a closed session at this meeting. Mr. Secrist responded that he saw none. Upon motion duly made (Mr. Black) and seconded (Mr. Hall), the agenda was approved unanimously.

Public Comment

Mr. Koch asked if there were specific requirements for selecting a site for early voting. Mr. Secrist said that Mr. Koch would be given a copy of the requirements.

Introduction of new Election Director

Mr. Secrist introduced Jeri Cook, who had been selected as the Board's new Election Director. He thanked Ms. Goode for her services as Acting Election Director during the selection process. Mr. Black asked when Ms. Cook would begin work and Ms. Cook replied that March 15, the date of the meeting, was her first day. Mr. Bulman suggested that Mr. Secrist prepare a press release to advise the public of Ms. Cook's selection. Ms. Goode thanked the Board for the opportunity to act as Election Director.

Acting Election Director's Report

Ms. Goode circulated a copy of the State's anti-bullying policy together with an affirmation from the Board that Ms. Cook had been advised of the terms of the policy. Mr. Hall asked Ms. Cook if she understood the policy and she replied that she did. All Board members assigned the affirmation.

Board Attorney's Report

Mr. Cronan was absent. Mr. Secrist stated that Mr. Cronan had advised that he might have to leave the meeting earlier, but Mr. Secrist was surprised that he could not attend at all.

Old Business

Meeting Minutes

Ms. MacKinnon expressed her concern that members of the public be aware of the agenda and the minutes. She said that there appears to have been a breakdown and asked for a clear understanding of the process. Mr. Hall said that he gave the minutes to the Election Director at the meeting in which they were approved unless there were corrections to be made. He stated that he had failed to do so regarding the

June minutes, which required corrections because he forgot to ask Mr. Secrist to sign the minutes at the August meeting. However, those minutes had been posted.

Ms. Goode said that she had been instructed by the County webmaster how to post minutes and agendas and that all minutes through 2016 were now posted.

Ms. MacKinnon said that she had attempted to find the agenda for the March meeting on the Board's webpage but the agenda had not been posted. She suggested that Ms. Cook take a look at the webpage, when convenient, to see how the information there be made more understandable to the public. She also asked that the draft minutes be sent to Ms. Cook as well as to Board members.

Invoices

Ms. Goode explained that the bill from RGH was for privacy screens. Mr. Hall commented that the item should then be assigned to Registration and Elections (155) rather than office expense (150).

Budget 2016-17

Ms. Goode said that she had looked into the two telephone lines, a proportionate cost of which was assessed the Board's budget by the County Finance Office. She had learned that one such line was, in fact, devoted solely to the Emergency Medical Service, and that the Board would no longer be assessed for the cost of that line.

Mr. Bulman questioned the over-expenditure for part-time salaries. Mr. Hall stated his understanding that those costs were associated with the election and should not recur.

Budget 2017-2018.

Mr. Secrist stated that Mr. Black, Ms. Cook, and he had attended the County Council's budget hearing regarding the Board's budget. The only question from the Council was a request for clarification of the training expense. Mr. Secrist further stated that the County Finance Officer, Angela Lane, said that she would be asking the State for more definite figures for retirement, health insurance and workers' compensation. Accordingly, there may be further adjustments before the Board's budget would be finalized. Tentatively, the Board has been assigned a budget for fiscal year 2017-2018 of \$421,591, less than the prior fiscal year.

County Bulletin

The Board made no remarks concerning the content of County Bulletin.

Customer Satisfaction Survey

None had been received.

Voting Equipment Status

Ms. Goode estimated that approximately 75% to 80% of the maintenance of the voting equipment had been completed. She further noted that the State Board rejected Mr. Secrist's request for the serial numbers of the voting machines which had been assigned to Talbot County.

June 7-8 MAEO Meeting.

A schedule of events had been distributed at the February Board meeting. Ms. Goode distributed forms for the Board members to use in indicating what dates they would attend. While the deadline for completion and submission of the form was May 9, 2017, Mr. Secrist asked that the Board members respond by the end of March. Ms. Goode further explained that it was up to each member to make his or her hotel reservations, but that the bill would be paid under "Travel" expense in the Board's budget.

Mandatory October MAEO meeting.

Mr. Secrist reminded the Board that the June meeting was not to be confused with the mandatory October meeting. Ms. Brown said that the meeting was scheduled for October 23, 2017 and that she thought that it would be held in the Annapolis area. In response to a question from Mr. Koch, Mr. Secrist pointed out that the October meeting would be in a subsequent fiscal year, such that there was no danger that its expense would not be covered under the current budget.

New Business

Mr. Secrist noted a reference to proposed legislation. One of those changes would require that election judges be paid the minimum wage. Mr. Secrist stated that the provision would not effect Talbot County, which already met that requirement. Another change would permit sixteen-year-olds to act as election judges. Ms. Cook said the issue was of importance mainly to some of the more populous counties

Mr. Secrist disclosed that he had made a contribution to the State Republican Party in the amount of \$100.00

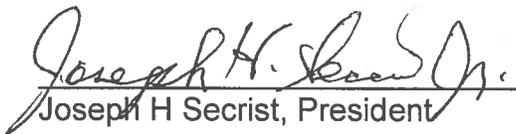
Mr. Secrist announced that the next regularly scheduled meeting of the Board would take place on April 19, 2017 at 9:30 a.m.

Ms. Brown stated that she appreciated the support and help that the Board had provided in the process of selecting a new Election Director. She further stated that she would be happy to meet with the Board in the future if the Board needed help in matters relating to personnel. The Board responded by expressing its appreciation for her guidance.

Upon motion to adjourn by Mr. Bulman, seconded by Mr. Black, and approved unanimously, the meeting was adjourned at 10:15 a.m.

Attested,

Respectfully submitted,


Joseph H Secrist, President


John F. Hall, Secretary