

# Minutes

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

*December 13, 2017*

## **Present:**

### **Board**

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

### **Staff**

Jeri Cook, Election Director

### **State Board of Elections**

Desvin Gabbidon, Regional Manager, Field Support Division

The monthly meeting of the Talbot County Board of Elections was held on December 13, 2017 in Conference Room # One at the Board office indicated above. Mr. Secrist called the meeting to order at 9:40 a.m. Mr. Secrist noted that a quorum was present.

## **Approval of Minutes of November 15, 2017**

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the meeting of November 15, 2017, 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. Black), the minutes for November 15, 2017 were approved unanimously.

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

Upon motion duly made (Mr. Bulman) and seconded (Mr. Hall), the agenda was approved unanimously.

## **Public Comment**

No comments were received from any member of the public.

## **Election Director's Report**

Ms. Cook reported to the Board regarding the following:

- A. She had visited the local library to review its suitability for designation as an emergency voting site. The director of the library had additionally offered it as a site for election judge training. Ms. Cook noted that the Sheriff's office restricted for its own use a significant number of parking slots near the entrance at the election board warehouse. A result was that anyone else using the warehouse would have some distance to walk from where they are permitted to park. The Sheriff's office had indicated that the bay area might be used for parking by those attending election judge training. Two down-sides of using the library for training are that (1) the Election Office would have to bear the expense of a security guard, as the library would be closed for the evening when some of the training would occur; and (2) the Election office would bear the expense of transporting voting equipment. Ms. Cook indicated that she will need to purchase a projector and screen for training at the warehouse.
- B. The Maryland Association of Election Officials is scheduled for March 13 through March 16, 2018 at the Clarion Hotel in Ocean City. At the last MAEO meeting it was discussed that the registration fee for attending the conference will be \$260.00. She does not know what the hotel room cost is yet, and will confirm the registration fee as soon as she hears from MAEO.
- C. The office would be closed from 11:30 a.m. to 1:00 p.m. on Friday, December 15, 2017 for a staff Christmas lunch.
- D. She said that the State Board has scheduled a pre-primary training that will take place the week of January 16, 2018. Since that would conflict with this Board's regularly scheduled meeting date, she asked that the Board postpone its meeting until January 24, 2018.
- E. She informed the Board that the Board office had no heat. She was using a space heater in her room. In the space used by staff, the County had provided a large space heater. Likely, no permanent repair would be completed before the New Year.
- F. She had received a certificate of candidacy from one person for the county Democratic Central Committee.
- G. She continued to verify the location of each registered voter's residence within a precinct. Because of the number of changes to be made, she

would have to order more voter notification cards. Once the precincts had been totally verified, she would review the same information against a voter's designated school board district. Mark Cohoon, the County's Geographic Information Manager, was very knowledgeable and very helpful. She hoped that the process would be completed by the end of January.

- H. Under new procedures adopted by the State Board, when the office receives notice of a change of address by a voter, notification of the change would be sent not only to the new address, but also to the old address of that voter.

### **Attorney's Report**

Mr. Cronan was unable to attend because of a conflict in his schedule.

### **Old Business**

- A. Only one invoice had been received and there were no questions concerning it.
- B. Regarding the current budget, it was noted that only one quarter's payment of rent for voting equipment rental had been made. Contractual services were already at 51.4 percent through the end of November. One explanation offered was that the original estimate had not included the fee for Mr. Cronan having attended the biennial meeting and that the figure should be reviewed in preparing the budget for FY 2018-19.
- C. The Board members made no comment regarding the two County Bulletins which had been provided to them.

### **New Business**

- A. Ms. Cook presented a proposed request for additional funding for FY2018, and explained her reasons for each item. Action on her on the request was deferred until the January meeting of this Board.
- B. Ms. Cook presented a proposed budget for Fiscal Year 2019; explained her figures; and answered questions from the Board. She explained that the MAEO recommendation for increases in salary of staff members was subject to County acceptance. She explained that the line item for UOCAVA referred to voters who reside out-of-country. She also explained that BMR stood for "business reply mail," and noted that the BRM account was in fact saving money. Mr. Secrist questioned the number of election judges needed for early voting. Ms. Cook responded that the judges

would be responsible for selecting from a possible twenty-eight different ballot styles. Her goal is to make certain that voters would not be delayed nor given incorrect ballots. The Board corrected the amount which would be paid to canvassers. Regarding pay for election judges, Ms. Cook said she relied on information on this Board's webpage. Mr. Secrist provided her with the details of the amounts paid in the 2016 general election. Mr. Hall stated that he would review previous minutes to see what had been decided regarding payment to election judges. She stated that the County would require a budget request by February 9<sup>th</sup>, 2018, such that the Board should finalize the proposed budget at the January meeting of this Board. Any recommendation on the request was deferred until the January meeting of this Board.

Upon motion duly made (Mr. Hall) and seconded (Mr. Bulman), and approved unanimously, the Board changed the date of the January 2018 monthly meeting from January 17, 2018 to January 24, 2018 at 9:30 a.m.

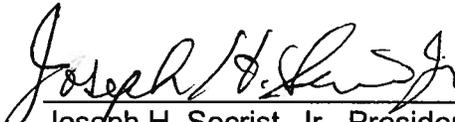
Mr. Hall disclosed that he had made a donation of \$75.00 to Delegate John Mautz.

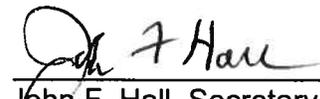
Mr. Secrist announced that the next board meeting will be held January 24, 2018, at 9:30 a.m.

Upon motion to adjourn by Mr. Black, seconded by Mr. Bulman, and approved unanimously, the meeting was adjourned at 11:20 a.m.

Attested,

Respectfully submitted,

  
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Joseph H. Secrist, Jr., President

  
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John F. Hall, Secretary