

Minutes

Talbot County Board of Elections
215 Bay Street
Easton, MD 21601
May 15, 2019

Present:

Board

Joseph H. Secrist, President	(R)
Walter Black	(D)
Richard B. Bulman	(R)
Wadella Thomas	(R)
Susan MacKinnon	(D)

Staff

Jeri Cook, Election Director

The monthly meeting of the Talbot County Board of Elections was held on May 15, 2019 in Conference Room # One at the Board office indicated above. Mr. Secrist called the meeting to order at 9:30 AM. Mr. Secrist noted that a quorum was present.

Approval of Minutes

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the meetings of January 3, 2019 and April 17, 2019, copies of which had been forwarded to the Board Members in advance of the meeting. Mr. Black noted the word "security" under the Election Director's Report should be "secure".

Ms. MacKinnon moved approval of the minutes of January 3, 2019 be approved as submitted. Mr. Black seconded the motion. It passed unanimously.

Mr. Black moved approval of the minutes of April 17, 2019 with the correction he noted earlier. Ms. MacKinnon seconded the motion. It passed unanimously.

Changes to the Agenda

Mr. Secrist asked that the agenda include discussion of the Board's meeting with the County Council on June 11, 2019.

Approval of Agenda

Ms. Thomas moved approval of the agenda as amended by Mr. Secrist. Mr. Black seconded the motion. It passed unanimously.

Public Comments

There were no public comments.

Election Director's Report

Ms. Cook reported on the following topics:

- Due to the MAEO conference, the office will be closed from noon May 21, 2019 to noon May 24, 2019.
- County billings from the state are higher than budgeted for due to the cost of temporary full-time staff during the election as well as finance payments that are due for the election equipment. This as well as the increase in legal fees has caused the budget to be over. The legal fees increased due in part to personnel issues and issues regarding polling at St. Michaels Middle High School.
- Ms. Cook will be attending a state training on our next meeting date, June 19. She asked that the Board consider changing that meeting date.
- In preparation for same day registration on election day, the State Board was advised that two polling places have limited connectivity.
- Ms. Cook briefed the Board on the issues surrounding the use of the Talbot County Community Center as a polling place. She advised the Board that she will be writing to the County Manager Andy Hollis advising him of the matter. Mr. Secrist asked Ms. Cook to provide the Board Members with a draft of her correspondence for comment before sending it.
- Ms. Cook reported that she has not had time since our last meeting to investigate possible locations for the election office and warehouse in lieu of the pending closing of our current warehouse location by the county.

Discussion followed regarding the need for more adequate and secure facilities for both the office and warehouse. Mr. Secrist asked Ms. Cook to have a report to the Board before our June 11, 2019 meeting with the County Council regarding our space needs. Ms. Cook was also asked to investigate potential alternative locations for Early Voting due to percentage of voters in Talbot County who utilize the space.

Board Attorney's Report

Board Attorney Philip Cronan was not in attendance at the meeting.

Old Business

a. Budget FY2019

Ms. Cook highlighted the expenses for the current year and responded to questions from the Board Members. During the discussion, Ms. Cook again noted that the County Billing submitted by the State Board was high this period due in large part to the use of three fulltime temporary staff during the general election.

b. Budget FY2020

Ms. Cook provided the Board with copies of the budget as submitted to the county and compared it to the budget as currently drafted by the County Council. This revision for the Board shows a reduction from our requested amount. Ms. Cook sent the salary amounts to the finance officer as well as the county council to let them know that the current salaries were not correct in the FY2020 budget. She also included the current job classifications and the increase of 3% from the Governor.

c. Review Invoices

The Board reviewed the invoices as presented by Ms. Cook and had no questions concerning them.

d. County Bulletins

Ms. Cook provide copies of the County Bulletin for May 10, 2019 and had previously provide the Board with copies of the April 26, 2019 issue. The Board had no comments on the County Bulletins.

e. School Closing Information.

This topic was discussed during the Election Director's Report.

f. Facility for election office

This topic was discussed during the Election Director's Report.

g. County Council Meeting Agenda

The following topics were offered for an agenda at the upcoming meeting on June 11, 2019:

- Update on polling places, specifically regarding the Community Center and the Schools
 - Preparation for upcoming elections, including the impact of Same Day Registration
 - Summary of Election Board staff activities
 - Need to include the Election Board security and future space in county planning
- h. MAEO Conference

Ms. Cook summarized the plans for the MAEO conference and responded to questions regarding logistics and the agenda.

New Business

Ms. Thomas thanked the Board for the expression of sympathy at the passing of her husband.

Confirmation of next meeting

During the Election Director's Report, she noted that she has a conflict with the next regular Board meeting date. Mr. Black moved to change the date of the next regular meeting date for the Board from Wednesday, June 19, 2019 to Tuesday, June 18, 2019. Ms. Thomas seconded the motion. It passed unanimously.

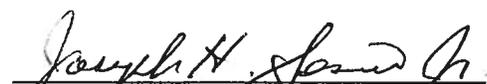
Closed Session

The Board did not meet in Closed Session

Adjournment

Mr. Black moved adjournment of the meeting. Ms. Thomas seconded the motion. It passed unanimously. The meeting adjourned at 12:20 PM.

Attested,



Joseph H. Secrist, Jr., President

Respectfully submitted,



Richard B. Bulman, Secretary