

Board Meeting Minutes  
April 24, 2013

Attendees:

Board:

Susan MacKinnon, (D) Board President  
Joseph Secrist, (R) Board Member  
Walter Black, (D) Board Member  
Mary-Beth Goll, (D) Substitute Member  
Venita Southworth (R) Substitute Member

Staff:

Patti Mitchell, Election Director  
Sabrina Fishell, Administrative Assistant  
Paula Paschall, SBE Regional Manager

Public:

Ray Grodecki, a member of the Republican Central Committee

Susan MacKinnon, Board President called the meeting to order at 9:35 a.m.

**MINUTES**

The minutes of the March 13, 2013 meeting were reviewed. Ms. MacKinnon asked if there were any corrections or changes to the minutes. Ms. Goll asked that we add under General Discussion, that the purpose of the League of Women's Voters meeting was to discuss the election process in Maryland. Ms. Goll also stated that the meeting was cancelled due to bad weather. Ms. MacKinnon stated that her name was spelled wrong on page 3 in the last

paragraph. Ms. Southworth made a motion to approve the minutes with the changes that were discussed and Ms. Goll seconded the motion.

## **OLD BUSINESS**

### **Budget 2013-2014:**

Each board member was given a copy of the pending 2013-2014 budget. Ms. Mitchell said that she received the budget from the County this morning and she stated they really didn't cut anything. She stated that we have received the computers that were requested. She stated the computers will be coming out of the 2012-2013 budget instead of the 2013-2014 budget. A discussion followed about the various cuts in the budget. Ms. Mitchell stated the budget is a doable budget. She said if she sees where she is going to go over her budget, she will send a letter to the County. She states the County has never denied her request to go over her budget.

Ms. Mitchell stated that we would not be adding an additional Early Voting Center for the 2014 Gubernatorial Election. Mr. Black noted the budget was cut by \$ 40, 635.00. A motion was made to approve the revised 2013-2014 budget by Mr. Black and seconded by Ms. Southworth. Mr. Secrist stated a vote needed to be taken on all motions. Each board member voted in favor of approving the revised 2013-2014 budget.

### **Corrections to Agenda:**

Mr. Secrist asked if he could address the agenda. He stated that in the last meeting he had requested the board review the polling place evaluations. He stated that the evaluations had been talked about, but not reviewed. He said that Ms. Mitchell stated that she would pull the polling place evaluations and present them at the April meeting.

Mr. Secrist asked that the legislation updates be discussed and added to the agenda.

A discussion followed and it was decided to add "Polling Place Evaluations" and "Legislation Updates" to the next agenda.

Ms. MacKinnon requested that in the future, when someone has something they would like corrected or added to the agenda, please email your requests to Ms. Mitchell so she can update the agenda prior to the meeting.

**Polling Place Letter - Talbot County Public Schools:**

Ms. MacKinnon asked the board members to look at the revised letter that has been drafted to send to Dr. Karen Salmon, Superintendent of the Talbot County Board of Education requesting the use of the Schools for polling places. Ms. MacKinnon stated that the mission statement of the Talbot County Board of Elections has been added to the letter. In addition, the Election Board Members signatures have been added. A general discussion about the letter followed. There were spelling corrections and formatting corrections suggested. Mr. Secrist stated that he had previously suggested adding Senator Colburn and the Delegates to the list of people receiving the letter. He wished to withdraw that suggestion and not send them the letter. Mr. Secrist also stated that his wife worked for Dr. Salmon and he had been advised by the Election Board's attorney, Stephanie Shipley to abstain from voting and not sign the letter. Ms. Goll said she thought the letter should be sent to the Senator and the Delegates. Ms. Southworth, Ms. MacKinnon and Mr. Black agreed with Ms. Goll and it was decided to send the letter to Senator Richard Colburn and Delegates Jeannie Haddaway-Riccio and Adelaide Eckhart. It was decided to take Mr. Secrist's name off of the letter. Ms. Mitchell stated that she will make the corrections to the letter

and that it will be ready for the board members to come in and sign tomorrow. A motion was made by Mr. Black and seconded by Ms. Goll to send the letter with the corrections made. All board members, with Mr. Secrist abstaining from voting, voted in favor of the revised letter. Mr. Secrist asked that the mission statement be placed on the website. Ms. Mitchell stated that she will do this.

### **MAEO Conference:**

Ms. Mitchell presented the board members with the MAEO Conference agenda. She stated the board member activities will be on Monday, June 17<sup>th</sup>. Mr. Secrist stated that he would like to attend the conference on Monday and Tuesday. The remaining board members will be attending on Monday. Mr. Secrist asked if the substitute board members were paid for the MAEO meetings. Ms. Mitchell stated that they would be paid. Mr. Secrist asked if the substitute board members could be paid for both meetings they attend at the conference. Ms. Mitchell stated that she will check with the County to see if she can pay them for both meetings. Mr. Secrist made a motion to pay the substitute board members for 2 meetings they attend on Monday, June 17<sup>th</sup>. Mr. Black seconded the motion. All members voted in favor of the motion.

Ms. Mitchell stated that she would be on vacation the first 2 weeks of May and she asked the board members if they wanted to have a meeting in May. Mr. Secrist made a motion to skip the May meeting and hold the next meeting in June. Mr. Black seconded the motion. All board members voted in favor of this motion. The next meeting will be held on Wednesday, June 12<sup>th</sup> at 9:30 a.m.

## **NEW BUSINESS**

### **SBE Regional Manager - Paula Paschall:**

Ms. Mitchell introduced Paula Paschall, Regional Manager of the State Board of Elections. A discussion followed about Ms. Paschall's duties.

### **5 Member Board:**

Ms. Mitchell stated that she called Caroline, Dorchester, Wicomico and Worcester Counties about their 5 member boards. She stated the counties have agreed to forward the letters they had written to request a 5 member board. She informed the board members she would forward the letters to them when she receives them. Ms. Mitchell said Anthony from Wicomico County was compiling the steps they had taken in order to request a 5 member board. Ms. Mitchell also stated that we will change the law book, regarding the salaries of the board members. At this time, the law book states the Election Board Member's salaries are \$ 600.00.

### **Legislation Updates:**

Ms. Mitchell stated the deadline for candidates to file for office has been changed from April 9<sup>th</sup> to February 25<sup>th</sup>.

Early Voting for the Primary Election will start on Thursday, June 12<sup>th</sup> and end on Thursday, June 19<sup>th</sup>. The hours each day will be 10 a.m. to 8 p.m.

Early Voting for the General Election will start on Thursday, October 23<sup>rd</sup> and end on Thursday, October 30<sup>th</sup>. The hours each day will be 10 a.m. to 8 p.m.

**General Discussion:**

A general discussion followed on the deployment of the touch screen machines and poll books. Ms. Mitchell stated that she will be sending 10 touch screens and 4 poll books to Early Voting in 2014. She will be deploying 1 touch screen per 200 voters in the Primary Election, as required by the State Board of Elections.

Also, there was a general discussion about Talbot County possibly using the On Demand Printer during Early Voting.

**Adjournment:**

Mr. Black made a motion to adjourn the meeting, which was seconded by Ms. Goll. The meeting was adjourned at 10:52 a.m.

**Next Meeting:**

Wednesday, June 12<sup>th</sup> at 9:30 a.m.

Respectfully Submitted,

Sabrina S. Fishell  
Administrative Assistant  
Talbot County Board of Election