

Board Meeting Minutes
June 12, 2013

Attendees:

Board:

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

Absent:

Walter Black, (D) Board Member

Staff:

Patti Mitchell, Election Director
Sabrina Fishell, Administrative Assistant

Public:

Toni Jennings, 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 April 24, 2013 meeting were reviewed. Ms. MacKinnon asked if there were any corrections or changes to the minutes.

Ms. Goll stated that on page 5 under Legislation Updates, she would like the minutes to reflect the year 2014 in regards to the deadline change for the candidates to file for office. She would like the minutes to state the

"deadline for candidates to file for office has been changed from April 9th to February 25, 2014".

Ms. MacKinnon asked that we revise Ms. Mitchell's statement on page 5 under 5 Member Board, she would like Ms. Mitchell's statement to say "it will be necessary to change the law book, regarding the salaries of the board members".

Mr. Secrist stated that he was not aware of the mission statement. Ms. Mitchell said that the mission statement is the same for all counties, with the exception of the County name. Ms. Mitchell stated that the mission statement is on our website.

Mr. Secrist also inquired if the polling place letter that was sent to Dr. Salmon should be attached to the minutes. Ms. MacKinnon stated that the letter is available at the board office if someone from the public would like to view it.

Ms. Goll made a motion to approve the minutes with the changes and the motion was seconded by Ms. Southworth. All board members present voted in favor of the motion.

OLD BUSINESS

Polling Place Evaluations:

Ms. Mitchell gave each board member a copy of the Polling Place Evaluations for the 2012 Presidential General Election. She stated that Mr. Black will stop by the office to pick his up. Ms. Mitchell stated that there were multiple questions on the evaluations that were not answered. She suggested putting N/A instead of simply not answering a line item.

Ms. Mitchell suggested the board members take the evaluations home and review them and bring them back to the next meeting with any constructive criticism. Ms. Goll thinks that the board members should look for a trend on

issues to see if there is a problem with a particular polling place or an issue that needs to be addressed Ms. Mitchell stated that the technicians that are hired for election day are encouraged to help out in different capacities. Mr. Secrist asked if the staffing of the election judges were of equal parties. He felt that at some polling places there was an imbalance of judges. Ms. Mitchell stated there should be alternate parties sitting at the poll books. She informed the board that in the 2014 election, the election judges will be assigned specific duties for the day. Ms. Mitchell said that we have had a few election judges inform the election office that because of the long day and their ages, they would not be returning as election judges. A general discussion followed on the roles and responsibilities of election judges. A motion was made to take the polling place evaluations home to review them by Ms. Southworth and seconded by Mr. Secrist. All board members present voted in favor of the motion.

Budget 2013-2014 - Approved:

Ms. Mitchell gave each board member a copy of the approved 2013-2014 budget. She stated the 3 new computers are in the 2013-2014 budget, even though we have already received them. She said we are still waiting on a firewall for the office. Ms. Mitchell explained to the board members that MDVoters (the program that has all the voter information) is only accessible at the office. Mr. Secrist questioned the amount of rent that was paid to the polling places. Ms. Mitchell stated that we do not pay to use County buildings, which are the Talbot County Community Center and the St. Michaels Free Library. She stated the Easton Fire House received \$ 200.00 per day for Early Voting for a total of \$ 1200.00 and they received \$ 200.00 for Election Day, bringing their total to \$ 1400.00. All other polling places, with the exception of County owned buildings received \$ 200.00 for Election Day. She stated the total paid out for polling places was \$ 2600.00.

Mr. Secrist asked if Ms. Evans was now part time. Ms. Mitchell stated that if the board wants to discuss staffing, they would need to go into executive session. Ms. MacKinnon said the board has already approved the budget so there was not anything else that needed to be done in regards to the budget.

Polling Places - Talbot County Public Schools - Letter:

Ms. Mitchell informed the board members that she has received responses from Senator Colburn, Delegates Eckardt and Haddaway-Riccio and the League of Women's Voters. She stated the school board office had called and informed her they would be putting this on their June 19, 2013 agenda to discuss the request. They would send us a letter on their thoughts/comments about the request to use the schools and that it was not necessary for anyone from the election office or board to attend the June 19th meeting. Ms. Mitchell said she has not heard anything from the Talbot County Council. Mr. Secrist asked what the time frame was to change the polling place locations. Ms. Mitchell stated the deadline for Early Voting polling place changes is the end of June 2013. The deadline for changes to the polling place locations for the 2014 election is March 25, 2014. Ms. MacKinnon asked Ms. Mitchell if the Easton Fire House was going to be the Early Voting site for the 2014 elections. Ms. Mitchell stated she has not heard back from Carol Prettyman, but she would contact her again.

MAEO Conference:

Ms. Mitchell said that she has sent each board member a packet about the MAEO Conference. Ms. Mitchell stated that she and Ms. Fishell will be attending the conference from Sunday to Wednesday. Mr. Secrist will be attending Monday and Tuesday and the remainder of the Board Members and Stephanie Shipley, Board Attorney will be attending on Monday. Ms.

Mitchell has given each board member a copy of the latest County Bulletin. The State Board of Elections would like any questions that board members have emailed to them prior to the MAEO Conference, to enable them to have the answers ready for board members. Ms. Mitchell stated that Ms. MacKinnon had a question about whether Board Attorneys should attend the monthly board meetings. This question has already been forwarded to the State Board of Elections, in hopes they can have an answer for the board members at the Conference. Ms. Mitchell said that she has contacted other local boards to see if their attorneys attend their meetings and she is awaiting their response. She stated that Dorchester County has their attorney attend every meeting.

5 Member Board:

Ms. Mitchell gave the board members copies of letters that were written from Wicomico & Worcester Counties Election Board members to request a 5 member board.

General Discussion:

The board members engaged in a discussion on electronic devices used in the polling places. The board members then discussed the County Bulletins that are sent out by the State Board of Elections. Ms. Goll stated the bulletins were emailed to the board members for 3 months and then they stopped. Ms. Mitchell stated she will contact Janey Hegarty at the State Board of Elections to see if the County Bulletins could resume being emailed to the board members.

Legislation Updates:

Ms. Mitchell passed out copies of the legislative updates to each board member.

NEW BUSINESS

2014 Election Cycle:

Ms. Mitchell reminded the board members that the candidate filing deadline was moved from April 9, 2014 to February 25, 2014.

She also informed them of the following important dates:

Early Voting for the primary election starts on Thursday, June 12, 2014 thru Thursday, June 19, 2014. The primary election is on Tuesday, June 24th.

The Absentee Ballot Canvass 1 is on Thursday, June 26th. The Provisional Ballot Canvass is on Wednesday, July 2nd and the Absentee Ballot Canvass 2 is on Monday, July 7th. **It is mandatory that board members attend the canvasses.**

Early Voting for the general election starts on Thursday, October 24th thru Thursday, October 30th. The general election is on Tuesday, November 4th. The Absentee Ballot Canvass 1 is on Thursday, November 6th. The Provisional Ballot Canvass is on Wednesday, November 12th and the Absentee Ballot Canvass 2 is on Friday, November 14th.

Vacation Schedule (July and August):

Ms. Mitchell asked the board members about their vacation plans to see if it would be necessary to either skip a monthly meeting or change the date of a meeting. There was a discussion about changing the July monthly meeting date. It was decided if the board members would like to change the meeting date, they would contact or email the office.

General Discussion:

Ms. Mitchell informed the board members of the new email addresses for the staff.

Ms. Mitchell's new email address is patti.mitchell@maryland.gov

Ms. Fishell's new email address is sabrina.fishell@maryland.gov

Adjournment:

Ms. Goll made a motion to adjourn the meeting, which was seconded by Mr. Secrist. The meeting was adjourned at 10:49 a.m.

Next Meeting:

Wednesday, July 10th at 9:30 a.m.

Respectfully Submitted,

Sabrina S. Fishell
Administrative Assistant
Talbot County Board of Elections