

Board Meeting Minutes
October 9, 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

Public:

None

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

MINUTES

The minutes of the September 11, 2013 meeting were reviewed. Ms. MacKinnon asked if there were any corrections, changes or additions to the minutes. Ms. Goll said that on page 2, handicap should be spelled handicapped and Ms. MacKinnon said on page 4, the apostrophe should be taken out of schools.

Ms. Goll made a motion to accept the minutes with the corrections and Mr. Black seconded the motion. All board members voted in favor of the motion.

OLD BUSINESS

Polling Places:

Ms. Mitchell stated that the school board has asked for an explanation on why we would like to move the polling place from the Armory to the Easton High School. She also said they have requested that the Election Board come to the next meeting on Wednesday, October 16th at 7 p.m. Ms. Mitchell will email the board members the location of the meeting. The board members discussed the various reasons they wished to move from the Armory. The board members also discussed the positive reasons to use the schools as polling places. Ms. Mitchell will email Ms. Gayle Secrist the reasons for the request after the Election Board meeting and Ms. Mitchell will take the list of reasons with her to the school board meeting. Mr. Secrist asked how many counties close their schools on Election Day. Ms. Mitchell said the information is in the law book and she will look it up and inform everyone. Mr. Black asked if the school board was also interested in an explanation on why we are requesting the use of the St. Michaels Middle-High School. Ms. Mitchell stated the request from Ms. Gayle Secrist was about the Easton High School, not the St. Michaels Middle-High School. Ms. Mitchell stated she will also include in her email to Ms. Gayle Secrist, the reasons for requesting the move from the St. Michaels Free Library to the St. Michaels Middle-High School.

5 Member Board:

Ms. Mitchell stated that she was contacted by the Talbot County Council and they would like to meet with the board members on either Tuesday, October

22nd at 6 p.m. or Tuesday, November 12th at 1:30 p.m. The board members decided on Tuesday, November 12th at 1:30 p.m. Ms. Mitchell also stated that she received a call from Mike Pullen's office and they requested a copy of the minutes from when the 5 member board was first discussed. She also said they inquired about where the money would come from to fund a 5 member board. Ms. Mitchell stated that each board member would receive \$ 2,620.00 yearly, with an additional \$ 500.00 going to the president. If this is approved, this would begin in June of 2015. Ms. Mitchell said that Mr. Pullen asked about the salary of \$ 600.00 that is listed in the Election Law Book. Ms. Mitchell explained to Mr. Pullen that the \$ 600.00 salary that is listed in the Election Law Book needs to be changed. Ms. Mitchell also said that each board member would continue to receive an additional \$ 500.00 on election year for the canvas for the primary election and \$ 500.00 for the general election. Ms. MacKinnon asked Ms. Mitchell to get the final figures together to take to the November 12th meeting, in case there was a need to explain the figures to the Talbot County Council.

Open Meeting Class Requirement:

At the November meeting, the board will designate someone to take the Open Meeting Act online class. In addition, Ms. Mitchell recommends that each board member take the class. If you take the class, please bring a copy of your certificate to Ms. Mitchell.

Evaluation Form:

Ms. Mitchell stated her evaluation is not due until the end of December, 2013. She said that Jackie Bryley from the State Board of Elections will email her the MS22 form of her job description and Ms. Mitchell will email this to each board member. Ms. Mitchell said the board president is responsible for seeing this is complete. Once the board completes the

evaluation, they will give this to Ms. Mitchell. Ms. Mitchell and the board will get copies of the evaluation and the original will go to Ms. Bryley. Ms. MacKinnon stated the board will go into executive session at the December 2013 meeting to complete the evaluation.

General Discussion:

Ms. Goll suggested using the terminology "closed meeting" in place of "executive session". Ms. MacKinnon shared a form titled "Written Statement for Closing a Meeting under the Open Meetings Act". She suggested that we use this form when conducting a closed meeting.

NEW BUSINESS

There was no new business to discuss.

Adjournment:

Mr. Black made a motion to adjourn the meeting, which was seconded by Ms. Southworth. The meeting was adjourned at 10:27 a.m.

Next Meeting:

Wednesday, November 13th at 9:30 a.m. (later changed to Tuesday, November 12, at 12 p.m.)