

## **Minutes**

Talbot County Board of Elections  
215 Bay Street  
Easton, MD 21601  
*June 21, 2023*

### **Attendance**

#### **Board Members Present**

Susan MacKinnon	(D)
Denise Lovelady	(R)
Barbara Perry	(D)

#### **Staff**

Tammy Stafford, Election Director

#### **Board Attorney**

Lyndsey Ryan

#### **Public**

Clay Stamp, Talbot County Manager  
Jessica Morris, Assistant County Manager

The monthly meeting of the Talbot County Board of Elections was held on June 21, 2023 in Conference Room 1 at 215 Bay Street, Suite 7. Ms. MacKinnon called the meeting to order at 9:30 a.m. and noted the presence of a quorum.

### **Oath of Office**

Kathi Duvall, Clerk of the Circuit Court for Talbot County, administered the Oath of Office to the Board Members present.

### **Approval of Minutes**

Ms. MacKinnon asked the Board Members if they had any corrections or additions to the minutes of the Regular Board Meeting of May 24, 2023, copies of which were included in the Board Meeting packet. Ms. Lovelady moved approval of the minutes as presented which was seconded by Ms. Perry and unanimously carried.

### **Additions/Changes to the Agenda**

Ms. MacKinnon asked the Board Members if there were any additions or corrections to the Agenda as published. No additions were noted. Ms. Lovelady made a motion to approve the Agenda which was seconded by Ms. Perry and unanimously carried.

## **Public Comments**

There were no public comments.

## **Election Director's Report**

Ms. Stafford provided the Board with a written report of activities since the last Board Meeting. A copy of her report is attached to these minutes. Ms. Stafford further discussed the requirements mandated by House Bill 410 requiring the Board to submit a polling place plan to the State Board of Elections at least 6 months prior to each statewide primary election.

## **Board Attorney's Report**

Ms. Ryan announced the results of the Town of Oxford election which occurred on June 20, 2023. Ms. Ryan had no further updates.

## **Old Business**

### **A. FY2023 Budget**

Ms. Stafford advised that the expenditures for FY2023 were less than budgeted.

### **B. FY2024 Budget**

Ms. Stafford announced that the FY2024 Budget was approved by the County Council.

### **C. Facility for Election Office**

Mr. Stamp introduced himself and discussed the County's current plan to provide a new facility for the Election Office given the future demolition of the Talbot Business Center which houses part of the Election Office. Mr. Stamp advised that the Election Office will temporarily move to the office area at 215 Bay Street that was previously occupied by Early Head Start. The renovations of Early Head Start are underway and the County anticipates moving the Election Office to that office space in September 2023. Long term, Mr. Stamp said that the County Council is considering purchasing a portion of the Cadmus building and could possibly reserve a portion for the Election Board. However, Mr. Stamp made clear that a plan for the permanent location of the Election Board has not been determined.

### **D. Tilghman Fire House Repair**

Ms. Stafford advised that she is waiting to receive an invoice from the Tilghman Fire House for necessary repairs.

## **New Business**

### **A. Nomination and Election of Board Officers**

As two Members were absent from the meeting, those present discussed scheduling a Special Meeting to nominate and elect Board Officers. Ms. Ryan advised that the Bylaws require the Board to appoint Officers within 20 days of the new Board term. Ms. Stafford advised that she would check on the availability of the Conference Room over the next two weeks and schedule a Special Meeting.

#### B. Discussion of Bylaws

The Board discussed their requirement to adopt Bylaws and preliminary reviewed a version of draft Bylaws from the State Board of Elections. Given the length of the Bylaws, the Board decided to discuss necessary revisions to the Bylaws at the upcoming Special Meeting to elect Board Officers.

#### C. MOUs for Polling Places

Ms. Stafford presented a Rental Agreement and Early Voting Center Agreement between the Board and the Easton Fire Department for use of the Easton Fire House as a polling place. Ms. Lovelady made a motion to approve the Agreements and Ms. Perry seconded which was unanimously carried.

#### D. Election Judges and Pay

Ms. Stafford presented the Board with a copy of House Bill 1200 which becomes effective October 1, 2023. She advised that the Bill sets minimum compensation standards for election judges. A copy of the Bill is attached to these minutes. The Board and staff discussed the current election judge compensation rates. Ms. Stafford explained that Chief judges and provisional judges are paid \$300/day. Those judges that are returning judges receive an additional \$100/day. Check-in judges receive \$250/day and an additional \$100/day if a returning judge. Election judges also receive \$100/day for training.

Ms. Stafford expressed prior issues with obtaining enough election judges during an election. She said that there were 105 election judges during the last election and that she determined the Board would need approximately 116 election judges for the upcoming election.

After discussing the salaries for election judges, Ms. Perry made a motion to approve the current election judge compensation rates which was seconded by Ms. Lovelady and unanimously carried.


#### **Confirmation of Next Meeting**

The next regular meeting of the Board of Elections will be Wednesday, July 19, 2023 at 9:30 a.m. and a Special Meeting will occur on July 7<sup>th</sup> or 10<sup>th</sup> to elect Board Officers and discuss the Bylaws.

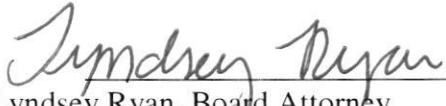
#### **Adjournment**

There being no further business to discuss, Ms. MacKinnon made a motion to adjourn the meeting which was seconded by Ms. Perry and unanimously carried. The meeting adjourned at 10:52 a.m.

Attested,

  
Susan MacKinnon, President

Respectfully submitted,

  
Lyndsey Ryan, Board Attorney