

## **Minutes**

Talbot County Board of Elections  
215 Bay Street  
Easton, MD 21601  
*July 19, 2023*

Present:

### **Board**

Susan MacKinnon, President	(D)
Joe Secrist	(R)
Walter Black	(D)
Barbara H. Perry	(D)
Denise Lovelady	(R)

### **Staff**

Tammy Stafford, Talbot County Election Director

### **Board Attorney**

Lyndsey Ryan

### **Public**

Spencer Rada, Senator Mautz office

The monthly meeting of the Talbot County Board of Elections was held July 19, 2023 in Conference Room 1 at the Board office indicated above. Ms. MacKinnon called the meeting to order at 9:34 AM and noted that a quorum was present.

### **Approval of Minutes**

Ms. MacKinnon asked if the Board had any corrections or additions to the minutes of June 21 and the open portion of the meeting of July 7, 2023 copies of which board members had. Mr. Black moved to approve both minutes. Ms. Perry seconded the motion. The motion passed unanimously.

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

Ms. MacKinnon asked for any additions or changes to the agenda as presented. Ms. Lovelady moved that the agenda be approved as presented. Mr. Secrist seconded the motion. It passed unanimously.

### **Public Comments**

There were no public comments and no one online.

## **Election Directors Report**

### **Personnel :**

- Performance evaluations will be completed this week.
- Election Director attended training in Wicomico County for voter registration and updating voter rolls using best practices.

### **Voter Registration Activities:**

- As of July 11, 2023, there are 28,371 active voters in Talbot County

### **Voting System Activities:**

- New poll books are expected soon. Pollbook training is expected to be held in August. It is regional training.

### **Candidate Filing:**

- No candidates have filed at this time.
- Local offices on the ballot are Board of Education Districts 2, 5, 6.

### **Precinct and Polling Issues:**

- Election Director has contacted polling places to confirm availability for 2024 Presidential Election.
- Sent out MOUs for 2024; have received 4 back.
- Started researching information for requirements in HB 410 so as to comply with those requirements to carry our plan to reduce Talbot County polling places from 11 to 10.

### **Other Projects:**

- Began the update of the Facebook page and plan at least weekly updates in the future.
- Attended the Talbot County Fair (July 13 – 15). Ms. Lovelady stopped by on Thursday night and Ms. Perry sat at the booth for a few hours on Saturday. There were about 50 people who stopped to talk with 5 people taking information on being an Election Judge which we greatly need since information has been sent out to all previous judges with 67 responding back to Ms. Stafford (45 Democrats, 17 Republicans, 5 Unaffiliated/Other). Talbot County needs at least 116 to provide proper coverage at all polling places. County Council member Pet Leshner stopped at the booth and suggested that the National Night Out event scheduled for August 1 in Moton Park would be a good community event for voter registration. Ms. Stafford will look into getting invited.

- Community Resource Day is October 14. Ms. Stafford is planning on the Board doing Voter Registration there.

### **Board Attorney's Report**

Ms. Ryan produced the Closed Meeting Statement that is to be attached to the July 7 minutes. Then once the minutes from the July 7 closed meeting are approved in the closed meeting today, they will be put in a sealed envelope and kept secured by the Election Director. This is all done in compliance with the Open Meetings Act. Ms. Ryan will continue to handle future Closed Meeting Statements and all minutes from any closed meetings.

### **Old Business**

**A. FY 2023 Budget** - Ms. Stafford provided Board members with copies of both FY 2023 and FY 2024 budgets. She advised the Board that 4 items in 2023 were over budget but under budget items were transferred to cover the overage. Election costs were high in 2023 since there were two elections that occurred then.

**B. FY 2024 Budget** - FY 2024 has less budgeted for elections. Ms. Lovelady asked if there was money left over, was it returned to the County. Ms. Stafford said it was. A letter was sent to previous President Mr. Secrist and reported by current President Ms. MacKinnon by the County Council approving the FY 2024 budget which as noted has less budgeted for elections. However, more money is budgeted in Other Operating Expenses due to the move to the temporary location.

Ms. Lovelady asked about the rent for polling places. Ms. Stafford said they are all paid \$300 per each day of use, except the schools which are public buildings. The Board can revisit this payment in the 2025 budget.

**C. Facility for Election Office** – This was discussed with Ms. Stafford saying she had a meeting next week to firm up some issues concerning the temporary space. She needs a good estimate on when they can move in since she must contract with a trucking company to move all equipment from the Business Park while maintaining chain of custody of that equipment.

She wants the Board to tour the temporary space today. The Board agreed to do it after the adjournment of today's meeting.

### **New Business**

**None**

### **Confirmation of next meeting**

The next regular scheduled meeting of the Board of Elections will be on August 16, 2023 at 9:30 AM with Mr. Secrist acting as the Board President since Ms. MacKinnon will be on vacation.

### **Closed Session**

Ms. Lovelady moved that the Board go into closed session for the purpose of discussing a personnel matter as permitted under General Provisions Art. 3-305(b) (insert 1-15) of the Open Meetings Act. Mr. Secrist seconded; motion passed unanimously. Whereupon the Board went into closed session at 9:56 AM Present at the session were Board members Ms. MacKinnon, Mr. Secrist, Mr. Black, Ms. Perry and Ms. Lovelady. Board attorney Lyndsey Ryan was also present.


At 10:42 AM the Board returned to open session. President MacKinnon reported that the Board discussed specifics concerning the Election Director's Personnel Evaluation which was completed during this session.

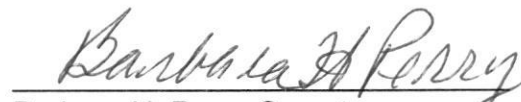
### **Adjournment**

Mr. Black moved to adjourn; Ms. Lovelady seconded. The motion pass unanimously. The meeting adjourned at 10:43 AM.

Attested,

Respectfully submitted,

  
Susan MacKinnon, President

  
Barbara H. Perry, Secretary