

# **FREDERICK COUNTY BOARD OF ELECTIONS**

The Bourne Building  
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## MINUTES of the September 7, 2016 Monthly Meeting of The Frederick County Board of Elections

### PRESENT:

Mary Lou Green, President	Stuart M. Harvey, Election Director
Mark P. Jeffers, Jr., Vice President	Noreen L. Schultz, Deputy Director
Lawrence (Larry) C. Hill, Secretary	Karen B. Varner, Election Supervisor
William (Bill) L. Woodcock, Board Member	Marc R. Welch, Administrative Assistant
Daniel B. Loftus, Board Attorney	Bud Otis, County Council

GUEST: Judith Rice

TO ORDER: The Board meeting was called to order at 12:31 PM in room 108 of the Bourne Building by the Board President, Mary Lou Green.

POST ELECTION CANVASS- BOARD OF CANVASSERS: The Board of Canvassers convened at 12:33 PM. Mrs. Varner presented two absentee ballots received at the local board in August. Mr. Jeffers motioned to reject the ballots as too late for the Primary Election. Mr. Hill seconded the motion and it was unanimous. Mr. Hill then motioned to close the canvass at 12:34 PM. Mr. Woodcock seconded the motion and it was unanimously approved.

MINUTES: Mr. Hill motioned to accept the minutes of the August 3, 2016 Board meeting. Mr. Jeffers seconded the motion and it was unanimously approved.

COUNCIL LIAISON COMMENTS: Mr. Otis offered his help and support of all election efforts. Mr. Harvey then mentioned that County Attorney John Mathias has scripted the county charter amendments for the General Election ballot and they have been approved by the County Council. Mrs. Green has requested that the Board receive copies of all the amendments.

ELECTION DIRECTORS REPORT: Mr. Harvey noted that an additional 30 scanners and 29 poll books have been ordered for the November election. Polling locations with over 3000 registered voters will receive an additional scanner. Mr. Woodcock asked where the additional scanner would be stored and Mr. Harvey replied inside the black cart with their other scanner.

FY17 BUDGET: Mr. Harvey reported that expenditures for the past month included postage and office supplies in preparation for the November election.

VOTER OUTREACH UPDATE: Mr. Harvey noted that two coworkers from the SBE would be assisting with outreach activities within Frederick County. This will include voter registration and voting machine demonstrations. Recent outreach activities included the Frederick In the Streets Festival, the Greek Festival, Keys Baseball Night and Library presentations. Mr. Harvey will continue high school voter registration with members from the League of Women Voters.

BOARD VACANCY: Mr. Harvey confirmed that Democratic Board Member Mrs. Earlene Thornton has resigned her position on the Board due to health reasons, effective immediately. Mr. Loftus conveyed that Mrs. Thornton will be missed for her many years of dedication, insight and camaraderie on the Board.

Mr. Harvey has received a call from Myrna Whitworth President of the Democratic Central Committee that they have advertised for the vacant Board position. September 12<sup>th</sup> will be the application deadline and the committee will meet on September 15<sup>th</sup> to choose a name for notification to the Governor's office. It is unknown how long the process will take.

HIGH SCHOOL VOTER REGISTRATION: Mr. Harvey has recruited 37 judges and received 24 voter registration applications from the 5 high schools he has visited so far. Most students have already registered to vote at the MVA but interest in being an election judge is high.

2016 GENERAL ELECTION CALENDAR: Activities regarding election preparation have begun. The ballots will be on public display in the office lobby beginning this week. Election judge training begins on September 22<sup>nd</sup>. The public logic and accuracy demonstration of the voting system will be held at 1:00 PM on Friday October 21, 2016. Swearing in of the Board of Canvassers will be at 9:00 AM that morning at the warehouse. Board check of election supplies is 5:00PM Wednesday October 26<sup>th</sup> for Early Voting and 5:00 PM Friday November 5<sup>th</sup> for Election Day. No Board meetings will be held on October 5, 2016 or November 2, 2016.

(Mr. Otis departed the meeting at 1:20 PM)

ELECTION JUDGE TRAINING: Over 750 judge assignment letters for Early Voting and Election Day have been mailed and Mrs. Schultz expects to add an additional 100 or more judges. Training will begin on September 22, 2016. A recruitment notice will also appear in the County employee newsletter.

BRUNSWICK SPECIAL ELECTION: As a result of the Mayoral and City Council election, Council Member Jeffrey Snoots became Mayor. An election to fill his open council seat will be held on Tuesday December 6, 2016. Close of Brunswick registration will be on October 18, 2016, as MD State registration will also close that day.

SCHEDULE OF NEXT MEETING: The Board scheduled its next meeting for Friday October 21, 2016 at 9:00 AM at the election warehouse.

EXECUTIVE SESSION: At 1:38 PM. Mr. Woodcock requested that the Board meet in Executive Session in the Room 108 of the Bourne Building. This action is in accordance with the authority

granted under the Annotated Code of Maryland, State Government Article Section 10-508 (1) (ii) to discuss any other personnel matter that affects one or more specific individuals. Mr. Hill seconded the motion and it was unanimous.

ADJOURNMENT: There being no further business, Mr. Woodcock moved to adjourn the regular meeting at 1:39 PM. Mr. Hill seconded the motion and it was approved unanimously.

Respectfully submitted,

Approved,

Karen B. Varner  
Election Supervisor

Mary Lou Green  
President  
December 7, 2016