



Frederick County Board of Elections

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MINUTES of the September 11, 2019 Meeting of the Frederick County Board of Elections

PRESENT

Mary Lou Green, President

Shirley McDonald, Vice President

Lawrence C. Hill, Secretary

Mary Costello, Board Member

William L. Woodcock, Board Member

Daniel B. Loftus, Board Attorney

Stuart Harvey, Election Director

Noreen L. Schultz, Election Deputy Director

Christine Winer, Election Supervisor

Marc R. Welch, Election Administrative Assistant

MC Keegan-Ayer, County Council President

Mrs. Green called the meeting to order at 11:32 AM.

GUESTS

Deborah Carter, Democratic Central Committee Chair.

ADDITIONS/CHANGES:

Mr. Harvey added a discussion of an impending change at the Frederick Community Action Agency. This address issue impacts homeless who use the agency as their mailing address.

COUNCIL:

Mrs. Keegan-Ayer reports passing the Livable Frederick plan. The Board and Council Liaison discussed the process.

MINUTES:

Minutes for the July 3, 2019 meeting will be amended to include Christine Winer as an attendee. Mr. Woodcock made a motion to approve the July 3 minutes with the proposed amendment. Mrs. Costello seconded the motion, and it passed unanimously.

Mrs. McDonald made a motion to approve the minutes of the July 26, 2019 meeting as presented. Mr. Hill seconded, and the motion passed unanimously.

Mrs. McDonald made a motion to approve the minutes of the August 5, 2019 meeting as presented. Mrs. Costello seconded the motion, and it passed unanimously.

OLD BUSINESS:

A) FY20 BUDGET

Mr. Harvey provided an update on the current status of the FY20 budget. He expects expenditures

will increase as staff begins to prepare for the 2020 Election.

B) OFFICE SPACE UPDATE

Mr. Harvey provided an update on the Office Space issue. The County Executive has agreed to delay moving the liquor board to the election board office pending the outcome of the county-wide space study and the 2020 elections.

C) COUNTY SPACE STUDY

Mr. Harvey provided an update on the long-term space study. He and Mrs. Schultz met with the space planners to discuss the project. The planners said it was clear the Board would require 12,000-15,000 sq. ft. over the next 10 years. The Board and staff discussed the meeting.

D) PROPOSED SALARY INCREASE / RECLASSIFICATION

Mr. Harvey provided an update. The state reclassification of staff will wait until July 2020 (FY21). The delay is due to staff process at SBE. The law requires a reclassification to include at minimum a 6% increase. The State Board only approved a 2% increase. When the reclassification occurs, most staff will receive at 6-12% increase depending on grade and step changes involved. SBE is scheduled to act on the proposal no later than the December 2019 meeting of the State Board.

E) APPROVAL OF BOARD BYLAWS

The Board discussed the revised draft bylaws. Mr. Harvey outlined the changes made following the Board's prior review of the draft document. The Board reviewed the changes.

Mr. Woodcock made a motion to adopt the bylaws as revised. Mrs. McDonald seconded, and the motion passed unanimously.

F) 2020 ELECTION CALENDAR

Mr. Harvey distributed the draft in-office calendar for the 2020 Election. The election judge training schedule is being developed, with classes tentatively scheduled to begin on January 7, 2020. He provided an overview of the key dates on the calendar. Mrs. Green provided the Board with mandatory attendance dates.

G) BIENNIAL MEETING – OCTOBER 17

Mr. Harvey and the Board discussed the upcoming SBE Biennial Meeting, scheduled for October 17, 2019. Mr. Harvey, Mr. Welch, and Mr. Howe will attend the meeting, as well as the Table-top Exercise scheduled on October 18, 2019 at the Anne Arundel County office. As soon as the agenda is published, Mr. Harvey will forward it to the Board.

H) ELECTION CENTER CONFERENCE

Mr. Welch, and Mrs. Winer discussed the conference and the trade show.

NEW BUSINESS:

A) ELECTION SECURITY

The Board discussed media reports and coverage regarding election security efforts. Mr. Harvey