



# Frederick County Board of Elections

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## MINUTES of the December 18, 2023, Special Meeting of The Frederick County Board of Elections

The meeting was called to order at 9:38 am by Board President Mary Costello.

### **PRESENT:**

Mary Costello, President	Anthony Gutierrez, Election Deputy Director
Nathaniel C.W. Wilson, Vice President [WebEx]	Shakir Satterfield, Elections IT Program Assistant II
Shirley McDonald, Secretary	Diane Zepp, Election Program Assistant II
Michael Sowell, Board Member	Shelley Aloji, Republican Central Committee [WebEx]
Daniel B. Loftus, Board Counsel	Jim Filson, League of Women Voters [WebEx]
Barbara Wagner, Election Director	Patti Worsley, self

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### **ADDITIONS/CHANGES TO THE AGENDA**

N/A

### **NEW BUSINESS**

#### **A. Revised Board of Elections Bylaws Review and Discussion**

Director Wagner reported that the previously approved by-laws, the delegation of duties chart and the required MD Open Meeting training certifications were submitted for State Board of Elections (SBE) approval. SBE requested a few revisions to the Bylaws. The recommended changes were sent to the board last week. Board Member Ted Neeves had a few questions regarding some resources mentioned in the footnotes. After discussion about who can access some of the items in question, and after consulting with the Board Counsel, it was the consensus of the attending board members that these were merely technical corrections to the by-laws and not substantive changes which might require a 30-day period of review. Board President Costello asked for a motion to approve the Board Bylaws amended with the revisions requested by SBE. Ms. McDonald made the motion, Mr. Sowell seconded and passed unanimously.

### **NEXT MEETING**

The next board meeting will be Wednesday, January 3, 2023, at 2:00 pm here at the board office.

## **PUBLIC COMMENT**

*Per the board's by-laws, public comment is allowed after the request has been approved by the Board President.*

None

## **ADJOURNMENT**

A motion to adjourn was made by Ms. McDonald, seconded by Mr. Sowell, and passed unanimously. The meeting was adjourned at 9:52 am by Ms. Costello.

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:



Mary Costello, Board President



Date