



# Frederick County Board of Elections

8490 Progress Drive, Frederick, Maryland 21701  
FrederickCountyMD.gov/elections

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ElectionBoard@FrederickCountyMD.gov



## MINUTES of the June 5, 2024, Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:04 pm, in person and virtually, by Board Vice President Nathaniel C.W. Wilson.

### **PRESENT:**

Nathaniel C.W. Wilson, Vice President  
Shirley McDonald, Secretary  
Michael Sowell, Board Member  
Ted Neeves, Board Member  
Daniel B. Loftus, Board Counsel  
Barbara Wagner, Director  
Anthony Gutierrez, Deputy Director  
Thomas Coogan, Election Program Manager  
Marc Welch, Election Program Supervisor I  
Diane Zepp, Voter Registration  
Brian Blakesley, Election Program Assistant I

Mari Lee, FC Democratic Party  
Michael Bunitsky, League of Women Voters  
Jean Ann Struharik, self  
Patti Worsley, self  
Kat Harper, self  
Winston E Mann, self  
  
Via WebEx:  
M. C. Keegan Ayers, County Executive [WebEx]

### Absent:

Mary Costello, President

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

No changes were made to the agenda.

### **APPROVAL OF BOARD MINUTES**

Ms. McDonald made a motion to approve the May 1, 2024, meeting minutes. Mr. Sowell seconded, and the motion passed unanimously.

### **BOARD VICE-PRESIDENT COMMENTS**

Vice-President Wilson read a letter from Board President Mary Costello, on behalf of the entire Board and Board Counsel, congratulating Election Director Barbara Wagner on the successful completion of the 2024 Primary. Her leadership, skill and dedication to our shared mission set a standard of excellence which the staff you have assembled met individually and as a team. The Director and the staff deserve commendation for exemplary performance and continued commitment to serving the citizens of Frederick County. (Full letter attached to these minutes.)

## **COUNCIL LIAISON COMMENTS**

Ms. Keegan-Ayers also thanked the Board, Director, and staff for a successful election. Looking forward to November.

## **BOARD COUNSEL REPORT**

Mr. Loftus reported no update on the 3 outstanding legal cases still pending before the courts.

## **ELECTION DIRECTOR'S REPORT**

June 2024

### **1. Announcements and Important Meetings**

#### **a. State Certification of Primary election – scheduled for June 13**

### **2. Voter Registration**

<b>VOTER REGISTRATION STATISTICS REPORT</b>					<b>As of 6/5/2024</b>
<b>TOTAL ACTIVE + PENDING:</b>		<b>202,122</b>			
<b>PARTY</b>	<b>ACTIVE</b>	<b>PENDING</b>	<b>TOTAL</b>	<b>PERCENT</b>	
DEM	77,941	22	77,963	38.57%	
REP	68,297	12	68,309	33.80%	
LIB	1,255	0	1,255	0.62%	
UNA	52,737	27	52,764	26.11%	
OTHERS - TOTAL	1,829	2	1,831	0.91%	
<b>TOTAL</b>	<b>202,059</b>	<b>63</b>	<b>202,122</b>	<b>100.00%</b>	

<b>VOTER REGISTRATION TRANSACTIONS REPORT</b>		<b>June 2024</b>
Additions to County Registration		192
Subtractions from County Active Status		216
Party Affiliation Changes		128
Address Changes within Jurisdiction		150
Name Changes		263

➤ Pending status – identification has not been able to be verified by either MVA or the Social Security Administration.

### **CURRENT PENDING VOTERS**

As of 6/5/2024

<b>Reason</b>	<b>Number</b>
Conformation Mail process	1

ID Not Provided	7
ID Not Verified	50
Incomplete Application	4
<b>TOTAL</b>	<b>62</b>

**3. General and Continuing Items – See State Board Election Calendar**

**4. Voting Systems Division**

All voting equipment has been accounted for.

Waiting for the State Administrator to release the Voting System to begin required PEM (Post-Election Maintenance.)

Statewide inventory is currently in progress and will continue through June 30. Warehouse staff will be working throughout the warehouse and offices to audit all state-owned equipment. **Current Status – 98.81%**

**5. Voter Registration Division**

May - Comprehensive Audit Report – Ongoing

DHMH List - Completed.

AOC List - Completed.

**6. Election Judge Division**

Preparing for the November General.

**7. Network and IT Support Division**

Ongoing support of the office systems and staff.

**8. MD Voters/Special Projects**

Preparing paperwork to send to County Finance to pay our Election Judges.

Standard Operating Procedures (SOP) each division is tasked with going over current procedures and writing or re-writing them to a standard which can be given to any incoming employee to assist with training.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

## **DISCLOSURES**

None.

A motion to recess the regular board meeting and convene the Board of Canvassers made by Ted Neeves. Seconded by Shirley McDonald, motion passed unanimously. Regular meeting recessed at 2:06 p.m.

## **BOARD OF CANVASSERS MEETING**

- A. Approval of Board Minutes of May 14, 2024. Remove Ted Neeves from being present because he was at Urbana. Motion to approve minutes with changes by Michael Sowell. Shirley McDonald seconded; motion passed unanimously.
- B. Presentation of additional 2024 Primary election ballots. Office received 19 Mail-in Ballots too late via USPS. Staff will research and get back to Board regarding one returned ballot. Motion to reject all ballots as they were received too late by Shirley McDonald. Michael Sowell seconded; board passed unanimously.
- C. Motion to adjourn the Board of Canvassers meeting by Ted Neeves. Seconded by Shirley McDonald; motion passed unanimously.

Vice-President Wilson reconvened the regular board meeting at 2:13 p.m.

## **NEXT MEETING**

The Board scheduled the next meeting for Wednesday, July 3, 2024, at 2:00 pm at 8490 Progress Drive.

## **PUBLIC COMMENT**

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

Winston Mann, Kat Harper, Mari Lee, Patti Worsley, Jean Ann Struharik and spoke during the public comment period.

## **ADJOURNMENT**

The motion to adjourn and move into a "closed session" to discuss personnel issues and to consult with Board Counsel was made by Shirley McDonald seconded by Mr. Neeves and passed unanimously. The meeting was called to a close at 2:35 pm by Mr. Wilson.

## **EXECUTIVE SESSION**

On June 5, 2024, at 2:35 The Frederick County Board of Elections met in Executive Session following the June Board meeting in the conference room at 8490 Progress Dr. Frederick, MD. A motion to close the session was made by Mr. Neeves and seconded by Ms. McDonald, the vote was unanimous. The meeting was held to approve the minutes of the May 1 meeting, handle a personnel issue and to seek legal guidance. This action was in accordance with the authority granted under the

Annotated Code of Maryland, General Provisions Article, Sections §3-305 The session discussions pertained to the following subsections under this provision:

This action was in accordance with the authority granted under the Annotated Code of Maryland, General Provisions Article, Section §3-305. The session discussions pertained to the following subsections under this provision:

§3-305(b)(7) to consult with counsel to obtain legal advice.

§3-305 (b)(1) to discuss the appointment, resignation, or performance evaluation of appointees, employees, or officials over whom this body has jurisdiction; any other personnel matter that affects one or more specific individuals.

Mary Costello, President, absent

Nathaniel C.W. Wilson, Vice President, present

Shirley McDonald, Secretary, present

Ted Neeves, Board Member, present

Michael Sowell, Board Member, present

Daniel B. Loftus, Board Counsel, present

Barbara Wagner, Executive Director, present

During the executive session, there was one action taken by the Board. The motion to pass the May minutes was made by Ms. McDonald, seconded by Mr. Wilson and the vote was unanimous.

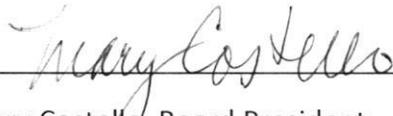
Motion made at 2:58 pm by Mr. Neeves, seconded by Mr. Sowell for adjournment, vote was unanimous.

Respectfully

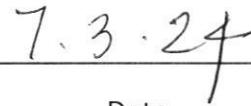
Shirley McDonald

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:



Mary Costello, Board President



Date