



# Frederick County Board of Elections

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

301-600-VOTE (8683)  
ElectionBoard@FrederickCountyMD.gov



## MINUTES of the July 3, 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 President Mary Costello

### **PRESENT:**

Mary Costello, President  
Shirley McDonald, Secretary  
Michael Sowell, Board Member  
Ted Neeves, Board Member  
Daniel B. Loftus, Board Counsel  
Barbara Wagner, Election Director  
Thomas Coogan, Election Program Manager  
Diane Zepp, Voter Registration  
Brian Blakesley, Election Program Assistant I

Marc Welch, Election Program Supervisor I  
Sarah McAleavy, Election Program Assistant I  
M. C. Keegan Ayers, County Executive  
Michael Bunitsky, League of Women Voters  
Winston E Mann, self  
  
Via WebEx:  
Mari Lee, FC Democratic Party [WebEx]  
Nathaniel C.W. Wilson, Vice President [WebEx]

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

No changes were made to the agenda.

### **APPROVAL OF BOARD MINUTES**

Mr. Sowell made a motion to approve the June 5, 2024, meeting minutes. Mr. Neeves seconded, and the motion passed unanimously.

### **COUNCIL LIAISON COMMENTS**

Ms. Keegan-Ayers had no comments.

### **BOARD COUNSEL REPORT**

Mr. Loftus reported that all lawsuits are pending and waiting for a decision. Nothing else to report.

## **ELECTION DIRECTOR'S REPORT**

July 2024

- 1. Announcements and Important Meetings**
- 2. Voter Registration**

**VOTER REGISTRATION STATISTICS REPORT**

As of  
7/3/2024

<b>TOTAL ACTIVE + PENDING:</b>		<b>202,089</b>		
<b>PARTY</b>	<b>ACTIVE</b>	<b>PENDING</b>	<b>TOTAL</b>	<b>PERCENT</b>
DEM	77,688	22	77,710	38.45%
REP	68,099	14	68,113	33.70%
LIB	1,261	1	1,262	0.62%
UNA	53,115	34	53,149	26.30%
OTHERS - TOTAL	1,853	2	1,855	0.92%
<b>TOTAL</b>	<b>202,016</b>	<b>73</b>	<b>202,089</b>	<b>100.00%</b>

**VOTER REGISTRATION TRANSACTIONS REPORT**

July 2024

Additions to County Registration	2282
Subtractions from County Active Status	2587
Party Affiliation Changes	994
Address Changes within Jurisdiction	1839
Name Changes	1597

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

**CURRENT PENDING VOTERS**

As of 7/3/2024

Reason	Number
Conformation Mail process	2
ID Not Provided	5
ID Not Verified	59
Incomplete Application	7
<b>TOTAL</b>	<b>73</b>

**3. General and Continuing Items – See State Board Election Calendar****4. Voting Systems Division**

All voting equipment has been accounted for.

Voting System PEM (Post-Election Maintenance) is underway. Post-Election Maintenance of the Pollbooks and Pollbook Printers has been completed. DS200s and BMDs are currently being evaluated.

Statewide inventory has closed. Closing Date – Sunday, June 30, 2024

**5. Voter Registration Division**

June - Comprehensive Audit Report – Ongoing

DHMH List - Completed.

AOC List - Completed.

ERIC Report – Completed.

## **6. Election Judge Division**

Preparing for the November General. Judges pay for the Primary has begun going out to judges who worked during pre-election day canvassing, early voting, election day and post-election canvassing.

## **7. Network and IT Support Division**

Ongoing support of the office systems and staff.

## **8. MD Voters/Special Projects**

Possibility of three petitions coming in the office: RFK, The Forward Party and The Green Party.

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**

A. Personnel to receive Oath.

B. Fiscal Year 2025 Budget Overview

1. The first 4 pages are taken right from the County's Budget Book.
2. The county fully funded all our appeal items. We would like to thank The CE and Council for entrusting the Board of Elections with this support.
3. Some highlights would include 3 new State positions for our office. The budget addresses the impact of the new Judges pay and returning Judge bonus. We have secured funding for additional signage with the City and County Roads and Highways. We have secured funding for additional Advertising for Outreach and Judge recruiting.
4. The last report is taken directly from the Budget Office OpenBook portal on the county website. It shows our adopted budget broken down by GL Categories.

## **DISCLOSURES**

None.

A motion to recess the regular board meeting and convene the Board of Canvassers made by Shirley McDonald. Seconded by Ted Neeves, motion passed unanimously. Regular meeting recessed at 2:13 p.m.

#### **BOARD OF CANVASSERS MEETING**

- A. Presentation of additional 2024 Primary election ballots. Office received 16 Mail-in Ballots too late via USPS. Six were signed by voters after Election Day. Motion to reject all ballots as they were received too late by Ted Neeves. Shirley McDonald seconded; board passed unanimously.
- B. Staff researched the one returned ballot presented last month. Mr. Coogan explained that the ballot was mailed from Delaware on May 6, 2024. It was placed in the Unable to Forward bin mistakenly then May 31, 2024, to a Return to Sender. USPS made the mistake for this particular ballot.
- C. Motion to adjourn the Board of Canvassers meeting by Shirley McDonald. Seconded by Ted Neeves; motion passed unanimously.

President Costello reconvened the regular board meeting at 2:20 p.m.

#### **NEXT MEETING**

The Board scheduled the next meeting for Wednesday, August 7, 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 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 2:25 pm by Ms. Costello.

#### **EXECUTIVE SESSION**

On July 3, 2024, at 2:30 The Frederick County Board of Elections met in Executive Session following the May 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)(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, present  
Nathaniel C.W. Wilson, Vice President, absent  
Shirley McDonald, Secretary, present  
Ted Neeves, Board Member, present  
Michael Sowell, Board Member, present  
Daniel B. Loftus, Board Counsel, present  
Barbara Wagner, Election Director, present

During the executive session, there was one action taken by the Board. The motion to pass the June minutes was made by Mr. Sowell, seconded by Mr. Neeves and the vote was unanimous.

The yearly evaluation for the Director was also completed by the Board for submission to the State Board of Elections.

Motion made at 2:44 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

\_\_\_\_\_  
8.8.24  
Date