



Frederick County Board of Elections

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

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



MINUTES of the January 8, 2025, Meeting of The Frederick County Board of Elections

The meeting was called to order at 2:00 p.m., in person and virtually, by Board President Mary Costello

PRESENT:

Mary Costello, President	Winston Mann, Self
Nathaniel C.W. Wilson, Vice President	Kelly Foster, Self
Michael Sowell, Board Member	Kat Harper, Self
Daniel B. Loftus, Board Counsel	Michael Bunitsky, League of Women Voters
Barbara Wagner, Director	Jay Kiminsky, Self
Anthony Gutierrez, Deputy Director	Via WebEx:
Thomas Coogan, Election Program Manager	Shirley McDonald, Board Member
Jeremy Levin, Election Program Manager	Mari Lee, Frederick County Democratic Party
Dan Callahan, Election VR Supervisor	Absent:
Diane Zepp, Election Program Assistant II	Ted Neeves, Board Member
Brian Blakesley, Election Program Assistant I	

ADDITIONS/CHANGES TO THE AGENDA

N/A

APPROVAL OF BOARD MINUTES

Mr. Sowell made a motion to accept the December 4, 2024, meeting minutes as presented. Mr. Wilson seconded. The motion passed unanimously.

COUNCIL LIAISON COMMENTS

The Director read an email from County Council Member M.C. Keegan-Ayers regarding the County budget process and public hearing schedule. The Maryland General Assembly also convened at noon today and the new Congress was sworn in on Friday, Jan 3 and has already begun its work.

BOARD COUNSEL REPORT

Oral argument in the Maryland Election Integrity was last month in Richmond, VA. Counsel does not expect a decision until Spring. However, he believes this decision will also affect the Gibson case.

ELECTION DIRECTOR'S REPORT

January 2025

Announcements and Important Meetings

Performance Evaluations for all State personnel will be conducted this month.

1. Voter Registration

<u>VOTER REGISTRATION STATISTICS REPORT</u>					<u>As of</u> <u>1/8/2025</u>
<u>TOTAL ACTIVE + PENDING:</u>		<u>207,192</u>			
<u>PARTY</u>	<u>ACTIVE</u>	<u>PENDING</u>	<u>TOTAL</u>	<u>PERCENT</u>	
DEM	79,426	52	79,478	38.36%	
REP	69,801	36	69,837	33.71%	
LIB	1,269	1	1,270	0.61%	
UNA	54,535	50	54,585	26.35%	
OTHERS - TOTAL	2,020	2	2,022	0.98%	
TOTAL	207,051	141	207,192	100.00%	

<u>VOTER REGISTRATION TRANSACTIONS REPORT</u>		<u>December 2024</u>
Additions to County Registration		374
Subtractions from County Active Status		2336
Party Affiliation Changes		688
Address Changes within Jurisdiction		493
Name Changes		620

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

CURRENT PENDING VOTERS As of 1/8/2025

<u>Reason</u>	<u>Number</u>
Confirmation Mail process	2
ID Not Provided	14
ID Not Verified	116
Incomplete Application	9
TOTAL	141

2. General and Continuing Items – See State Board Election Calendar

3. Voting Systems Division

Awaiting guidance for the upcoming Post Election Maintenance. Staff is working on our interim projects.

4. Voter Registration Division

SBE has notified us that at the end of 2024, the Libertarian and No Label's Parties have lost their status as recognized parties in Maryland. Notices will be sent to those affected voters informing them of this change and their next steps.

End of Year List Maintenance was completed.

Working on entering the backlog of work since the books closed before the election.

5. Mail-In Ballot / Official Ballot Drop Boxes Section

Staff will be boxing up records, voted ballots for the 22-month records retention period.

6. Election Judge Division

County Payroll mailed out checks starting in mid-December and our Election Judges are very appreciative.

7. Network and IT Support Division

Ongoing support of the office systems and staff.

OLD BUSINESS

N/A

NEW BUSINESS

- A. FY26 Budget review – Mr. Coogan reported that the process has started and all requests have been submitted. We are meeting with the County Budget Office staff next week and will have more to report in Feb. Our request for increases is minimal but will include the expected state requirement to add a 5th Early Voting Center, the need for additional storage, a few more staff positions and the need for future Recount contingency funds.
- B. Voter Registration List Maintenance Update – Mr. Callahan reviewed our end-of-year processes. We will have another presentation next month on our list maintenance process.

A motion by Mr. Sowell to recess the regular Board meeting at 2:15 p.m. and seconded by Mr. Wilson to convene the Board of Canvassers meeting. Motion carried unanimously.

BOARD OF CANVASSERS MEETING

- A. Approval of Board of Canvassers minutes of 2024 General election - Mr. Wilson made a motion to accept the minutes with the changes discussed. Mr. Sowell seconded with the motion passing unanimously.
- B. Presentation of additional 2024 General election ballots – There were 35 “Untimely” ballots presented to the Board that were postmarked and received after the election. Mr. Sowell move that the ballots are not to be accepted as per our statutes. Mr. Wilson seconded. The motion passed unanimously.

Mr. Wilson made a motion to adjourn the Board of Canvassers meeting at 2:36 p.m. Mr. Sowell seconded with the motion passing unanimously.

DISCLOSURES

Mr. Sowell attended an event for Congressmen Trone with a \$25 contribution in December 2024.

NEXT MEETING

The Board scheduled the next meeting for Wednesday, February 5, 2024, at 2:00 p.m. 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

No speakers during the public comment period.

ADJOURNMENT

The motion to adjourn was made by Mr. Sowell and seconded by Mr. Wilson. Motion passed unanimously to go into Executive Session. The meeting adjourned at 2:38 p.m. by Ms. Costello.

EXECUTIVE SESSION

On January 8, 2025, at 2:38 The Frederick County Board of Elections met in Executive Session following the Board meeting in the conference room at 8490 Progress Dr. Frederick, MD.

A motion to close the session was made by Mr. Sowell and seconded by Mr. Wilson, and the vote was unanimous.

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, present
Shirley McDonald, Secretary, absent
Ted Neeves, Board Member, absent
Michael Sowell, Board Member, present
Daniel B. Loftus, Board Counsel, present
Barbara Wagner, Director, present

During the executive session the Election Director's salary and evaluation were discussed. No votes or actions were taken. Motion made at 3:40 pm by Mr. Sowell, seconded by Mr. Wilson for adjournment. The vote to adjourn was unanimous.

Respectfully,
Mary Costello

Respectfully submitted by Diane Zepp, Election Program Assistant II

Approved by:



Mary Costello, Board President

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Date