

## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTION December 14, 2010

35 W. Washington Street  
Hagerstown, MD 21740  
240-313-2050

Present:

Board

Eileen Wiggins, President  
John Benchoff, Democratic Member  
Sharon Washington, Democratic Alternate  
Carroll Earp, Republican Alternate

Staff

Kaye Robucci, Election Director, I  
Sharon Mackereth, Acting Deputy Director, I

Eileen Wiggins called the meeting to order at 2:09 PM. Clyde Tate, Republican Member, and Roger Schlossberg, Board Attorney, were absent. There was a quorum present.

Eileen Wiggins offered congratulations and thanks to the Board and Staff for conducting smooth and accurate elections.

#### **Approval of Minutes of October 12, 2010:**

Eileen Wiggins asked if the Board had any corrections or modifications to the minutes of the October 12, 2010 Board Meeting. Motion was made by Carroll Earp; and Sharon Washington seconded the motion. Approved as submitted.

#### **Addition/Changes to the Agenda:**

Kaye Robucci requested additions under **New Business** – Budget Preparation and Election Worker Training 2011.

#### **Correspondence:**

A. E-mail from Paul Aumayr – SBE, regarding the release of the voting equipment.

The AccuVote Touch Screens have been released, but we are not to do any maintenance until notified by the State.

#### **Reports:**

A. Early Voting – Issues and suggestions

Kaye Robucci, Election Director, suggested possibly finding a location for an Early Voting polling place that would be permanent.

Currently, we will have to find another location for 2012. We will have to look into several considerations of all that is needed.

John Benchhoff suggested the old Sears building in the North end of town, for it is being remodeled for offices. Kaye will check with other counties about how they got permission to be in the locations they used for Early Voting. Kaye will report back at next meeting.

**B. General Election –**

- Voter complaints –  
Kaye Robucci informed the Board of several complaints we received during the elections. Kaye followed up with responses.
- Change polling place for District 8 –  
There are several things we need to investigate at District 8, Rohersville Ruritan Club – voters have to duck to get through the door, handicap entrance is a problem, and getting to the restroom in wheelchair is almost impossible.
- Change polling place at 10-2 Gym to school cafeteria –  
South Hagerstown High School should be changed to the cafeteria and use the back entrance into the school.
- District 15, Big Pool still has problems with handicap ramp location –  
A voter in wheelchair has to come in through the kitchen door and maneuver their chair through the kitchen to get to the polling room.
- District 17-1 and 17-2, Bester Elementary School –  
There are major issues with two districts in same polling place.
- Write-In instructions -  
In future post write-in instructions in each voting booth.

**Old Business –**

A. Christmas Party – December 16 – 6:00 PM at the Fireside.

B. Polling Place Evaluation Summary – Primary 2010.

Kaye Robucci called attention to the memo from SBE about the Primary Polling Place Evaluation Summary.

**New Business –**

A. Budget training – Kaye Robucci received training on setting up our Budget for 2012, which is due January 7, 2011. A major issue is “What kind of voting system will we have?” The State did provide funding numbers – with new system or staying with what we currently have.

- B. Kaye Robucci informed the Board that because of scheduling issues with the County she had to reserve the Ag Center for Election Worker Training for the 2012 elections. She selected the whole month of January, 2012. We will not be able to use any of the schools. The Ag Center does have heating and parking, but we will be charged for the usage and it will be cheaper than renting space at a hotel.

John Benchoff mentioned that is about the time of semester break at the Hagerstown Community College. Maybe they have some possible rooms that can be used for Election Worker training. Kaye will check with HCC to see if this is possible and also, peruse the college website.

**Executive Session –**

John Benchoff made a motion to move into Executive Session at 2:50; Carroll Earp seconded. Unanimously approved.

John Benchoff made a motion to close Executive Session at 2:52; Carroll Earp seconded. Unanimously approved.

**Members Remarks**

NONE

**Scheduling of Next Meeting**

The next Election Board Meeting will be on January 11, 2011 at 2:00 PM.

**Adjournment:**

There being no further business to come before the Board at this time, Carroll Earp made motion to adjourn at 2:56 PM; John Benchoff seconded the motion. Unanimously approved.

Compiled by Sharon C. Mackereth  
Acting Deputy Director, I

Respectfully Submitted,

Eileen Wiggins  
Eileen Wiggins, Board President

1/11/11  
Date

Carroll H. Earp  
Carroll Earp, Board Secretary

1/11/11  
Date