

PROCEEDINGS

BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY

The Board of Election Supervisors met and organized at the Board Office on Monday, ~~April~~^{JUNE} 14, 1993 at 9:40 A.M. immediately following receipt of their commissions and swearing in at the Clerk of Court's Office. Board members were sworn in for a two year term to run from June 7, 1993 to June 6, 1995. The following persons received their commissions:

Richard L. Coss,	Democrat member
Daris A. Phillips,	Democrat member
Walter F. Bell, Jr.,	Republican member
Jason A. Malott,	Democrat alternate
Charles L. Mobley, Jr.,	Republican alternate

Also attending the meeting were Jean D. Calhoun, Administrator I, Dorothy M. Kaetzel, Chief Clerk I and Mark P. Brugh, Attorney.

Motion made by Walter Bell and seconded by Daris Phillips that Richard Coss be President. Motion unanimously approved.

Motion made by Walter Bell and seconded by Richard Coss that Daris Phillips be Vice President. Motion unanimously approved.

Motion made by Richard Coss and seconded by Daris Phillips that Walter Bell be Secretary. Motion unanimously approved.

Motion made by Walter Bell and seconded by Daris Phillips that Mark P. Brugh be appointed as Attorney to the Board. Motion unanimously approved.

MINUTES: The minutes of the last meeting held on May 11, 1993 were approved as submitted.

CORRESPONDENCE: Richard read the letter of resignation received from William F. Dunham, Jr., Attorney. Walter suggested that a letter be sent to Mr. Dunham thanking him for his services as attorney to the Board. Letters also to be written to Oscar Spigler and Donald Smith, neither one having been reappointed to the Board.

Jean distributed material to new members regarding job responsibilities and advised them of the pay they will be receiving as Board members.

Discussion was held regarding pay for the attorney to the Board when attending meetings out of town with the Board and staff. Decision made that this subject be discussed with other county board members to determine what procedure is followed.

At this point, 9:58 A.M., Mark Brugh, newly appointed attorney, arrived at the meeting.

Board members were informed that the test grades from the examination for Election Registrar had been mailed out. Jean called SABEL requesting the eligible list as soon as possible. When this is received, the Board members will be contacted to set up interviews with the top five persons on the eligible list.

Tentative agenda for the MAEO meeting reviewed.

Memo from Bob Antonetti regarding 1993 MAEO Annual Meeting given to new members.

Jean distributed copies of the minutes from the MAEO Board of Directors Meeting held on Feb. 17, 1993. Also, memo from Bob Antonetti showing committees and activities planned for the MAEO meeting. Report of the nominating committee listing members to be voted on also given to Board members and attorney.

Memo from Marvin Meyn regarding the 1993 Biennial Meeting given to new Board members.

Memo from Gene Raynor regarding Legislative Redistricting and response to same distributed.

Memo from Donna Duncan regarding Legislative Changes and a copy of legislative change in 26-11 (K) (1) distributed.

Letter from Frances L. Bayer, Secretary, Ringgold Ruritan Club, explaining that at this time the club does not have the funds or means to install a ramp and/or change the walkway into the building in order to make the building accessible to the handicapped voter given out. After discussion, decision was made to table this until a later meeting.

Copies of memo from Joan Mobley regarding 1992 General Election VAC's and one from Marvin Meyn regarding Bar Coding VAC's distributed. Jean informed the Board members of the problems encountered when reading the bar codes on VAC's and explained the procedure we are doing to determine those persons not given credit for voting that should have had credit.

Jean updated Board members on the Optech III voting system, stating that Barry Teach, County Administrator, had requested a copy of the proposal for the Optech III and informed her that the County Commissioners had not deleted it altogether.

OLD BUSINESS:

Jean advised the Board members that she had one room reserved for the MAEO meeting that would not now be needed. This will be cancelled. Also, one meal package left that is too late to cancel. Effort will be made to sell this when we get to St. Michael's.

Final plans were made for the meeting at St. Michael's.

Jean informed the Board members that she had ordered a subscription for one year for the Election Administration Report.

NEW BUSINESS:

Jean distributed copies of notice from SABEL listing Offices to appear on 1994 Ballot - Gubernatorial Election

Next Board meeting scheduled for Thursday, July 15, 1993 at 2:00 P.M.

Future Board meetings will be held at the office at 2:00 P.M. on the second Tuesday of each month.

Meeting adjourned at 11:04 A.M.

Respectfully submitted
Dorothy M. Kaetzal
Dorothy M. Kaetzal, Chief Clerk I

Jean requested Mark, Attorney, to research Article 33, section 2-12, as to whether or not the voters have to be notified in writing individually of the redistricting done by the General Assembly.

Jean explained procedure used for publication of the Election Board meetings. Mark reviewed the Open Meeting Law in detail with the Board members and distributed copies "Rules for Open Meetings of the Prince George's County Board of Supervisors of Elections" as well as the "Open Meetings Act". New regulations to be adopted at next meeting.

Jean told the Board members that reservations have been made for the SABEL meeting in October.

Forms distributed for County picnic to be held on August 7, 1993.

Date set for Office picnic - August 30, 1993 - 6:00 P.M.

Next Board meeting scheduled for August 10, 1993 at 2:00 P.M.

Walter motioned, Daris seconded, meeting be adjourned at 3:40 P.M.

Respectfully submitted,

Dorothy M. Kaetzel

Dorothy M. Kaetzel
Chief Clerk I