

## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTION

January 9, 2007

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

Present:

Board

Charles Mobley, Jr., President  
Clyde Tate, Republican Member  
Eileen Wiggins, Democratic Member  
John Benchoff, Democratic Alternate  
Clair Baker, Attorney

Staff

Dorothy Kaetzel, Director  
Kaye E. Robucci, Election Deputy Director, I

Charles Mobley called the meeting to order at 2:02 PM. There was a quorum present.

#### **Approval of Minutes of December 12, 2006**

Charles Mobley asked if the Board had any corrections or modifications to the minutes of the December Board Meeting. Minutes were approved as submitted.

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

No additions or changes to the agenda

#### **Correspondence:**

A. Voting Units

E-mail from County Support, stating that the voting units have not been released.

B. Diebold

Diebold has merged their Annapolis PMO Office and Glen Burnie Warehouse locations. Their new address is 190 Admiral Cochrane Drive, Suite 120, Annapolis, MD 21401

C. Election Worker

A letter was sent to Zoe Everett regarding the decision to not pay her for the election worker training class.

#### **Reports:**

No reports

**Washington County Board of Elections**  
**January 9, 2007**  
**Page 2**

**Old Business:**

A. Confidentiality Request

The Board reviewed and approved the one confidentiality request.

**New Business:**

A. Change of polling locations

The Board discussed the need to change the polling location for Districts 15 and 26-1. We would like to make the change before June 30, 2007. They discussed the use of Park Head United Methodist Church for District 15 and St. Joseph's Catholic Church for District 26-1. Dorothy Kaetzel will call Park Head United Methodist Church and Charles Mobley will call St. Josephs.

Charles Mobley will also review the projected growth for Washington County.

B. City of Hagerstown Elections

Kaye Robucci informed the Board that William Nairn, Attorney, for the City of Hagerstown, was inquiring about the 2006 Legislative Changes that may impact the City. Dorothy Kaetzel informed the Board that in the future only local candidates will file at our office and SBE would be responsible for all campaign fund reports. We will have access to the paperwork but will not be reviewing the campaign fund reports. Dorothy Kaetzel also informed the Board that the City of Hagerstown will be updating their Charter. Charles Mobley and Dorothy Kaetzel will discuss this further to plan how to proceed.

C. Budget FY08

The Board reviewed the budget and made the following changes:

- 500005 Wages – Part Time
  - Charles Mobley made a motion to increase the part-time wage to \$15.00/hour; Eileen Wiggins seconded the motion. Motion unanimously approved.
  - Charles Mobley made a motion to increase the Substitute Board Members wage to \$15.00/hour; Eileen Wiggins seconded the motion. Motion unanimously approved.

Washington County Board of Elections  
January 9, 2007  
Page 3

- 535000 Rentals
  - The Board discussed the need to budget for the rental of a training location. The amount of \$3,000 will be added to the Budget. The Board discussed the possibility of using the Leitersburg Fire Hall Activity Center.
- 515000 Contracted/Purchased Service
  - The Board discussed the need for additional help in moving the voting equipment. The amount of \$400.00 will be added to cover this cost.

Dorothy Kaetzel will tell Kim Edund that the Board would like to meet with the County Commissioners when they are reviewing the Budgets.

**Executive Session:**

Charles Mobley made a motion to go into executive session at 3:34 PM to review an employee evaluation; Eileen Wiggins seconded the motion and all were in favor. Regular session resumed at 3:36 PM.

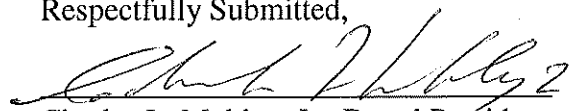
**Member Remarks:**

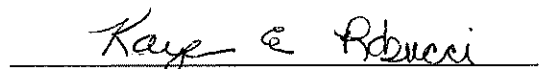
The next meeting of the Washington County Board of Elections will be held February 13, 2007 at 2:00 PM at the Board office.

**Adjournment:**

There being no further business to come before the Board at this time. Charles Mobley made a motion to adjourn at 3:37 PM; Eileen Wiggins seconded the motion. Unanimously approved.

Respectfully Submitted,

  
Charles L. Mobley, Jr., Board President      2/20/07  
Date

  
Kaye E. Robucci, Election Deputy Dir, I      2-20-07  
Date