

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION

July 12, 2011

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

Present:

Board

John Benchoff, Board President
Eileen Wiggins, Democratic Member
Carroll Earp, Republican Member
Tammy Downin, Democratic Member

Staff

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

John Benchoff called the meeting to order at 2:04 PM. Clyde Tate, Republican Member, and Roger Schlossberg, Board Attorney, were absent. There was a quorum present.

Approval of Minutes of June 7, 2011:

John Benchoff asked if the Board had any corrections or modifications to the minutes of the June 7, 2011 Board Meeting. Tammy Downin requested the following corrections (words removed shown within brackets [] and corrections shown in bold):

Minutes from June 7, 2011 Monthly Meeting –

Page 1: Reports –

A. SB167 Higher Education Tuition Petition Verification process.

Kaye R[r]obucci, Director, gave a quick update on petition verification of approximately 3300 signatures to verify in Washington County. We should [to] be finished by the end of this week.

Minutes from June 7, 2011 Organization Meeting –

Opening remarks by Kaye Robucci – (third sentence)

She thanked the past **Board** for the work and dedication to the Election process.

Page 2: #3. Enactment of By-Laws. – (second paragraph)

The revised By-Laws will be put on a future [the] agenda for any other possible changes considered by the Board.

Tammy Downin made motion to accept minutes as corrected, Carroll Earp seconded. Unanimously approved.

Addition/Changes to the Agenda:

Kaye Robucci requested an addition under **New Business** – Wicomico County Resolutions.

Correspondence:

- A. Agenda, MAEO Executive Board Meeting held June 12, 2011 – E-Mailed to Board.
- B. Wicomico County Election Board Resolutions – E-Mailed to Board.

Reports -

- A. Kaye Robucci reported on the MAEO/Biennial Conference.

The Board was in consensus that the entire conference went very well. All the sessions were informative and well prepared. The breakout sessions for the staff and Board Members were equally informative. Kaye Robucci inquired about a handout used during the Board Member's breakout session. Our members did not each receive a copy of this handout. The staff provided a copy to each member. Kaye informed the Board that this is a very well written synopsis of the roles and responsibilities of Board Members and an overview of all Election related components and should be kept for reference.

John Benchoff, Board President, agreed that the Board Member's breakout went very well and that Ross Goldstein, SBE Deputy Administrator, held his composure while being bombarded with numerous questions.

Kaye Robucci was impressed with the State Board of Elections for the way they conducted a more relaxed conference.

- B. Kaye Robucci reported on the process of the SB167 Statewide Referendum Petition.

This office received another 4000 signatures to process and we are nearly finished. The petitioners have enough signatures for the referendum to be on the ballot in the 2012 Presidential General Election. We still have to finish processing all of the signatures. Eileen Wiggins, Board Member, reported on her experience with signing the petition using the computer generated petition sheet.

Kaye Robucci reported that the group that lobbied for the law will be reviewing the petition sheets and possibly challenge the signatures in court. This was the first petition submitted using the computer generated signature sheets.

- C. City of Hagerstown – Roger Schlossberg.

Kaye Robucci reported on her conversation with Roger Schlossberg, Board Attorney, regarding the City Council meeting he attended June 14th. The Council unanimously approved the amendments to the City Charter. In the 2012 Presidential Election, the Hagerstown City election will be a partisan election.

Old Business –

A. Early Voting Site Update –

Kaye Robucci put together a site survey with photographs of the Red Cross Building we are considering for our Early Voting site. The State Board has to give their approval of our chosen location. They meet in September, 2011 to go over the site surveys to render their approval.

Kaye e-mailed Julie Barr-Strasburg, Red Cross Director, about a few items that needed clarified. Ms. Barr-Strasburg replied –

- Yes, they have received the Certificate of Insurance from the County.
- Yes, we may place required notices on the inside walls – only in the multipurpose room – not throughout the building.
- Yes, we may run an extension cord from Classroom #1.
- Yes, we may have Washington County Deputies on guard during all non-early voting hours.
- Yes, they will need access to the “Safety Storage Room” throughout the day.

B. Survey of Substation 8 Rohrerstown and South Hagerstown High School 10-2 – update.

Substation 8 in Rohrerstown will work out nicely as the polling place for District 8. The representative who showed us through was very accommodating. The area we intend on using will be cleared of all fire trucks and large equipment - it will be moved outside. Kaye Robucci will contact the Fire Chief to clear up a few minor issues.

South Hagerstown High School District 10-2 survey went well – we settled on using the lobby area, as we do at North Hagerstown High School. It is a spacious area that you enter from the main front doors with open areas to the left and right. The left area could be used for the E-pollbook tables with the voting units arranged down the hall on the left. Kaye will notify Mark Mills, Director of Maintenance & Operations, to clear up a few minor issues. A motion was made by Carroll Earp, Republican Member, and seconded by Tammy Downin, Democratic Member, - to accept Substation 8 Rohrerstown and the lobby area at South Hagerstown High School 10-2 as new polling places. Unanimously approved.

C. Election Worker Training Location – update.

Our survey of Emmanuel United Methodist Church went extremely well. Pastor Randy Reid gave us a tour of the lower level of the Church. John Benchoff, Carroll Earp and Dean Robucci surveyed the rooms for possible use as our election worker training location. The Church has activities on Monday and Thursday evening that we can work around. Kaye Robucci has put together a schedule of dates and times - she has sent it to Pastor Randy and he sees no problem with it.

The schedule will need to be given to the Trustee Committee for their approval. Pastor Randy is going on vacation next week but he will notify us when he returns. The facility looks great and there are two large rooms acceptable for our needs. Pastor Randy is an election worker and knows what is required.

D. New polling place for District 24-1 and 24-2.

Kaye Robucci has contacted Jerry Reid who is with the Wacohu Grange Hall on the National Pike close to Huyetts Crossroads. Wacohu Grange Hall is a possible location for District 24-1 and 24-2. Kaye asked John Benchoff and Carroll Earp if they would be willing to do a site survey on July 19th or the 20th.

E. By-Laws.

The revised By-Laws need signatures from Clyde Tate and Roger Schlossberg then they will be ready to be sent to the State. New copies were distributed to the Board.

New Business:

A. Summer Picnic – scheduling should be tabled until August.

B. Wicomico County Resolutions –

Kaye Robucci received from Katrina Purnell, Board President, for Wicomico County, a list of four Resolutions to be considered by the counties. Two of the Resolutions would affect Election Workers pay by possibly making them exempt from Federal and State taxes. Wicomico County had to setup their Election Workers as regular employees and take off Federal and State Income taxes. Kaye Robucci will do some investigating to find out the legal way to handle Election Worker pay. This Resolution would be submitted to the Maryland Comptroller and the Maryland congressional delegation. Eileen Wiggins, Board Member, suggested we not support these Resolutions. Suggestion was made to table this issue until the next Board Meeting in August. Motion was made by Eileen Wiggins to table it until August and Tammy Downin seconded. Unanimously approved. A third Resolution is to request from SBE the opportunity to “opt out” of the statewide voting equipment delivery contract. The fourth Resolution is to prohibit a candidate from being a challenger/watcher in an election where they are on the ballot. These two requests would be submitted to SBE. No official decision was made at this time.

Members Remarks

None

Scheduling of Next Meeting

The next Washington County Election Board meeting will be held on August 9, 2011, at 2:00PM.

Distributed Information

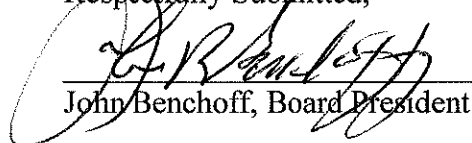
Voting in Maryland Booklet 2011-2012
SBE 2012 Calendar
Board Member Breakout Session 2011 MAEO/Biennial Conference
Revised By-Laws

Adjournment:

There being no further business to come before the Board at this time, a motion was made by Tammy Downin, Board Member, to adjourn at 3:11PM; Carroll Earp seconded the motion. Unanimously approved.

Compiled by Sharon C. Mackereth
Deputy Director, I

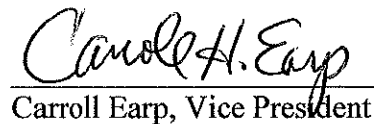
Respectfully Submitted,



John Benchoff, Board President

9/13/2011

Date



Carroll Earp, Vice President

9/13/2011

Date