

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION July 12, 2005

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

Present:

Board

Charles Mobley, Jr., President
Eileen Wiggins, Democratic Member
John Barr, Republican Member
Clyde Tate, Republican Alternate
Gregory Bannon, Attorney

Staff

Dorothy M. Kaetzel, Election Director, I
Kaye E. Robucci, Election Deputy Director, I
Sharon Mackereth,

Charles Mobley called the meeting to order at 2:08 PM. There was a quorum present.

Approval of Minutes of June 14, 2005

Charles Mobley asked if the Board had any corrections or modifications to the minutes of the June 14, 2005 Board Meeting. Approved as submitted. Charles Mobley asked if the Board had any corrections or modifications to the minutes of the June 14, 2005 Closed Door Meeting. Approved as submitted.

Addition/Changes to the Agenda:

Dorothy Kaetzel requested that the Saber Meeting be discussed under Reports.

Correspondence:

A. Registrar

The Registrar, Volumes 2 & 3 were distributed.

B. 2005 Legislative Changes

Legislative changes were distributed to each Board Member and Attorney.

C. MAEO Minutes

Minutes of the May 12, 2005 MAEO Meeting were distributed.

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Reports:

A. YMCA – Polling Place for 18-2

Charles Mobley and John Barr met with Mike Flicek to discuss the use of the YMCA for a polling place for 18-2. The space was adequate but parking and traffic would be a problem.

Several other locations were discussed:

- Cortland Manor was suggested as a possibility but Charles Mobley was not satisfied with the area.
- American Red Cross – John Barr reported that he contacted them and they will contact their superiors for approval. Plenty of parking, available space and is handicapped accessible. Excellent place but it is in District 17-1. Charles Mobley and Eileen Wiggins will visit the polling place.

John Barr reported that the ABC Building is being sold and will probably not be available for a polling place next year. Possible polling place for 3-2 is Bethel Assembly of God.

3:15 PM Kaye Robucci entered the meeting and Sharon Mackereth excused herself from the meeting.

B. New Employee – Clerk III Position.

Dorothy Kaetzel reported that she is waiting to receive the PIN for the new position.

C. Saber

Rohit Beri, Saber, did a workstation audit in our office on July 11, 2005. Darlene Meister and Al Davidson will be visiting our office on July 14 to document our current business flow.

Old Business:

A. Preventative Maintenance

The preventative maintenance on the voting equipment is scheduled for September. Dorothy Kaetzel has requested assistance from SBE. SBE is negotiating with Diebold to provide assistance.

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B. Confidentiality of Personal Information

Upon review of the Confidentiality of Personal Information and on advice of Ross Goldstein, SBE Deputy Administrator, Charles Mobley made a motion to rescind the motion of May 10, 2005. John Barr seconded the motion and all were in favor. The voting records of the judges will only be made confidential upon the receipt of a completed Confidentiality Request Form.

C. Voter Registration Projections & Polling Places

There will be no work session in July.

D. Subdivision of 22-0

Charles Mobley read aloud the Resolution to subdivide District 22-0. Charles Mobley made a motion to approve the subdivision; Eileen Wiggins seconded the motion and all were in favor.

Charles Mobley motioned to designate the polling place for 22-1 as Christ Lutheran Church and the polling place for District 22-2 as Pangborn Elementary School; Eileen Wiggins seconded the motion and all were in favor.

E. Picnic

Charles Mobley will check if the Elk's Picnic Grounds are available on August 30, 2005.

New Business:

A. Notification of Voters

Dorothy Kaetzel informed the Board that 23,000 voters will be affected due to the splitting of precincts and the moving of polling places. Each voter will be sent a voter notification card. She will get phone quotes for the supplying of the card stock, the printing of the cards and the folding and sealing of the cards.

Executive Session:

Motion made by Eileen Wiggins to enter into executive session at 3:00 PM for discussion of personnel matters; Clyde Tate seconded the motion and all were in favor. Regular session resumed at 3:08 PM.

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Members Remarks:

Charles Mobley reported that he is now on line ☺

The next work session is August 23, 2005 at 2:00 PM. Districts 6-0 and 7-0 will be discussed.

Scheduling of Next Meeting

The next meeting of the Washington County Board of Elections will be held August 9, 2005, at 2:00 PM at the Board Office.

Adjournment:

There being no further business to come before the Board at this time. John Barr made a motion to adjourn at 3:12 PM; Eileen Wiggins seconded the motion. Unanimously approved.

Respectfully Submitted,


Charles L. Mobley, Jr., Board President 8/09/05
Date


Kaye E. Robucci, Election Deputy Dir., I 7-15-05
Date