

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION  
May 8, 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

Guests

Carroll Earp  
Sharon Washington

Charles Mobley called the meeting to order at 2:00 PM. There was a quorum present.

**Approval of Minutes of April 10, 2007**

Charles Mobley asked if the Board had any corrections or modifications to the minutes of the April 10, 2007 Board Meeting. Minutes were approved as submitted.

**Addition/Changes to the Agenda:**

Dorothy Kaetzel requested the following additions to correspondence:  
COMAR Changes and County Commissioner Minutes

**Correspondence:**

A. MAEO Correspondence

MAEO Correspondence was e-mailed to Board

B. Thank you

Thank you note from Florence Sutton

C. Presidential Primary Election

E-mail to Board of Education informing them of the change to the Presidential Primary to February 12, 2008. Also, Hickory Elementary School will no longer be used as a polling place. District 26-1 was moved to St. Joseph Catholic Church.

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D. District 26-1

E-mail to SBE informing them that District 26-1 was changed to St. Joseph Catholic Church.

E. COMAR

Proposed changes to COMAR must go to public review before final approval.

F. County Commissioner Minutes

Per the County Commissioner Minutes of April 17, 2007 the requested increases for the Election Board Alternates, Election Clerks and the Board members for working at election time were approved. The Board will discuss increasing the salary for the attorney in the next budget year.

**Reports:**

A. Voter Registration Statistics

- Active registration has decreased because many active voters are now inactive due to the return of the specimen mailer. Active registration is currently 76,686.
- The Board reviewed the 2008 Voter Registration Projections. Charles Mobley has based his projected increases on 1 voter per household. No districts will need to be split for the 2008 elections but several will be experiencing large growth in the future (10-4, 18-1, 18-2, 18-3, 23, 27-2, 22-2 and 25-4).

B. Lessons Learned

Kaye Robucci and Sharon Mackereth attended the meeting on April 11, 2007. Kaye Robucci reported the following election day issues:

- Express Poll Books will be used in 2008
- Campaign Finance:
  - Campaign accounts and Campaign Fund Reports will be filed with SBE.
  - Certificates of Candidacy will be filed at the LBE's.
- Phones:
  - The State has a cell phone contract. Joe Torre will send this information to us.
  - Dorothy Kaetzel will contact Tony Mayhugh regarding the analog phone lines in the schools.

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- In-state printers will be used in the future for all election printing.
- Provisional Ballots:
  - No more “accepted in part” for provisional ballots. The voter must be in their correct district for their provisional ballot to be counted in full.

**Old Business:**

A. Change of Polling Places

- District 15-0: Park Head Methodist Church Activity Center is not available. We will continue to use the Big Pool Community Hall.
- District 19-0: We will have use of the entire room because the Commission on Aging has decided to close this location on Election Day.

**New Business:**

A. MAEO – June 10 -12, 2007

Final plans for MAEO were discussed. Sharon Washington has offered to donate 2 baskets for the door prizes.

B. Post Election Maintenance

Post Election Maintenance will be May 15-18, 2007. Diebold will send 9 people and 3 staff members will assist each day. Dorothy informed Josh & Damien of the dates.

C. Election Worker Training Classes

Election Worker Training Classes will be held in January 2008 at the Agricultural Center. Updated calendars and class list will be distributed in June. Recruitment letters will be sent in June.

D. Organizational Meeting

Copies of the 2003 Organizational Meeting were distributed. The Commissions will be here by June 5. Eileen Wiggins made a motion to move the next Board meeting to June 5, 2007; John Benchoff seconded the motion and all were in favor. Dorothy Kaetzel instructed Sharon Washington and Carroll Earp to go to Human Resources to complete required paperwork.

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E. Citizens Guide

Due to the error in the Citizens Guide; Charles Mobley made a motion to reprint the guide; John Benchoff seconded the motion and all were in favor. The incorrect guides will be retrieved and corrected guides resent. Dorothy Kaetzel will contact Phil Kelly, Citicorp and apologize.

**Member Remarks:**

Carroll Earp is looking forward to working with everyone.

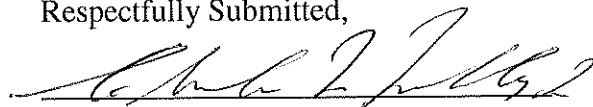
Charles Mobley expressed his appreciation to everyone during the 16 years he served on the Board.

The next meeting of the Washington County Board of Elections will be held June 5, 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 3:09 PM; Eileen Wiggins seconded the motion. Unanimously approved.

Respectfully Submitted,

  
Charles L. Mobley, Jr., Board President

5/29/07  
Date

  
Kaye E. Robucci, Election Deputy Dir, I

5-11-07  
Date