

ORGANIZATIONAL MEETING MINUTES

WASHINGTON COUNTY BOARD OF ELECTION

June 7, 2011

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

Present:

Board

Eileen Wiggins
John Benchoff
Carroll Earp
Tammy E. Downin
Roger Schlossberg

Staff

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

Kaye Robucci called the meeting to order at 2:00PM. She explained that we would be following an agenda that was approved by SBE. She thanked the past Board for the work and dedication to the Election process. Clyde Tate, Republican Member, was absent. There was a quorum present.

A. Swearing-In Members and Election of Officers:

(Presiding Officer – Election Director, Kaye Robucci)

1. Appointment of Parliamentarian – Kaye Robucci appointed Roger Schlossberg as the Parliamentarian.
2. Swearing-In ceremony and oath were administered by Lisa Chaney, Clerk of the Circuit Court. Board members sworn-in were John Benchoff, Eileen Wiggins, Carroll Earp, Tammy Downin and Roger Schlossberg. The members signed their appointment certificates.
3. Election of President.
 - a. Nominations
Kaye Robucci opened nominations for Board President. Carroll Earp nominated John Benchoff for President of the Board. No further nominations were offered. Nominations were closed.
 - b. Balloting
Voting proceeded with the raising of the hand – four votes were recorded for John Benchoff as Board President. Mr. Benchoff was elected.

B. Remainder of Organizational Meeting.
(Presiding Officer – Newly Elected President)

1. Election of Vice-President.

a. John Benchoff, Board President, asked for nominations from the Board for Vice-President. Mr. Benchoff nominated Carroll Earp as Vice-President and no others were nominated. Nominations were closed.

b. Balloting

Voting proceeded with the raising of the hand – Votes were recorded as, three to one for Carroll Earp as Vice-President. Mr. Earp was elected.

2. Election of Board Secretary.

a. John Benchoff, Board President, asked for nominations from the Board for Secretary. Eileen Wiggins nominated Clyde Tate as Secretary and no others were nominated. Nominations were closed.

b. Balloting.

Voting proceeded with the raising of the hand – four votes were recorded for Clyde Tate as Secretary. Mr. Tate was elected.

3. Enactment of By-Laws.

Kaye Robucci presented the revised Washington County Election Board By-Laws to the Board. Roger Schlossberg, Board Attorney, and Ms. Robucci perused the By-Laws making suggested revisions. These proposed revisions to the By-Laws need to be enacted at this meeting. Motion was made to enact by Carroll Earp and seconded by Tammy Downin. There was unanimous approval.

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

4. Retention of Board Attorney.

a. John Benchoff asked for nominations from the Board for the position of Board Attorney. No nominations were given. Mr. Benchoff asked for a motion to retain the present Board Attorney, Roger Schlossberg, with the current compensation. Motion was made by Carroll Earp and seconded by Tammy Downin to retain Mr. Schlossberg - pending consideration of the County Commissioners. Motion was carried.

- b. Balloting.
Voting proceeded with the raising of the hand – voting was three to one, for retaining Mr. Schlossberg as Board Attorney, at the current compensation.

Adjournment of Organizational Meeting:

There being no further business to come before the Board at this time, a motion was made by unanimous consent to adjourn at 2:25PM and move into the regularly scheduled monthly Board Meeting.