

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION  
July 10, 2007

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

Present: Board  
Eileen Wiggins, President  
John Benchoff, Democratic Member  
Clyde Tate, Republican Member  
Sharon Washington, Democratic Alternate  
Carroll Earp, Republican Alternate  
Roger Schlossberg, Attorney

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

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

**Approval of Minutes of June**

Eileen Wiggins asked if the Board had any corrections or modifications to the minutes of the June 5, 2007 Board Meeting. Eileen Wiggins requested the following correction (shown in bold):

Page 4: New Business - Biennial Meeting:  
The Biennial Meeting will be held Friday, October 19, 2007 at the Double Tree Hotel,  
**Annapolis, MD.**

Minutes were approved as corrected.

**Addition/Changes to the Agenda:**

Dorothy Kaetzel requested the following additions:  
Correspondence: LBE Security & IT Equipment Visit  
Reports: E-Poll Book Software Update and MAEO Report  
New Business: Office picnic, Newsletter

Correspondence:

A. COMAR

Memo from Joe Torre, SBE, regarding the proposed changes to COMAR. Absentee Ballots will be considered timely if postmarked **on** or before election day and received during the specified time period.

**Washington County Board of Elections**  
**July 10, 2007 (Continued)**  
**Page 2**

B. Party Affiliation Request

Letter from Robert Gary seeking to start his own political party called the Citizen's American Enterprise Party. He wanted his party to be listed on the list of party affiliations with the state. The request was sent to the Change Control Board and was denied. Dorothy Kaetzel sent Mr. Gary a letter stating such and informing him of the option to gather signatures for a new party affiliation.

2:05 Roger Schlossberg entered the meeting.

C. 2007 Legislative Changes

E-mail from County Support regarding the 2007 legislative changes. The Board discussed the following changes:

- Disqualified for voting if the individual has been convicted of a felony and is actually serving a court-ordered sentence or imprisonment including any term of parole or probation, for the conviction.
- Date of Presidential Primary Election – second Tuesday in February
- Delegates and alternate delegates to the convention – both Democratic and Republican delegates must file by December 3, 2007
- Elect the president by National Popular Vote
- Voter Verifiable Paper Record – if funded during FY09
- Uniform statewide election worker training in 2010
- Constitution and Citizenship Day. September 17 will be designated Constitution and Citizenship Day in the public schools. The opportunity for eligible students to register to vote may be offered.

D. LBE Security Survey

SBE will be coming to our office on July 30 to conduct a security survey. They will also be collecting our old State computer equipment.

E. 2008 Election Calendar

The 2008 State Election Calendars were distributed to the Board.

F. Absentee Voting

Procedures for the administration of absentee voting were distributed.

G. Provisional Voting

Procedures for the administration of provisional voting were distributed.

**Washington County Board of Elections**  
**July 10, 2007 (Continued)**  
**Page 3**

**Reports:**

A. E-Poll Book Upgrade

The E-Poll books will be upgraded in September. Nathan Robinson will train the staff in the process.

B. MAEO

Dorothy Kaetzel reported on the following items discussed during the MAEO Conference:

- Provisional Voting – the voter must be in the correct election district for the entire ballot to be counted.
- Disaster Recovery Plan. The Board discussed the possibility of inclement weather during the primary election.

**Old Business:**

A. District 19-0

The Board will survey Little Antietam Community Center on July 25 or 26 at 10:00 AM. We will let the Board know which date suits the Community Center.

**New Business:**

A. Picnic

The office picnic will be held August 21, 2007 at the home of John and Teresa Barr.

**Member Remarks:**

John Benchoff made a motion to cancel the August 2007 board meeting; Clyde Tate seconded the motion and all were in favor.

The regularly scheduled September board meeting will be held on September 11, 2007 at 2:00 PM at the Board office.

Washington County Board of Elections  
July 10, 2007 (Continued)  
Page 4

Adjournment:

There being no further business to come before the Board at this time, a motion was made by John Benchoff, seconded by Clyde Tate to adjourn at 3:19 PM. Unanimously approved.

Respectfully Submitted,

Eileen Wiggins  
Eileen Wiggins, Board President

9/11/07  
Date

Kaye E. Robucci  
Kaye E. Robucci, Election Deputy Dir, I

7-12-07  
Date