

## PROCEEDINGS

### WASHINGTON COUNTY BOARD OF ELECTIONS October 10, 2000

Present: Richard L. Coss, President  
Charles Mobley, Republican Member  
Marianne Schneider, Democratic Member  
Dorothy M. Waters, Republican Alternate  
Roger Schlossberg, Attorney  
Dorothy M. Kaetzel, Election Director II  
Kaye E. Robucci, Election Deputy Director I

Richard Coss called the meeting to order at 2:03. Richard Coss expressed his sympathy on behalf of the Board to Dorothy Kaetzel on the death of her mother.

**MINUTES:** Charles Mobley, Jr. made a motion to accept the minutes of the September 12, 2000 Board meeting; Marianne Schneider seconded the motion and all were in favor.

**CORRESPONDENCE:** Minutes of the August 16, 2000 State Board Meeting were distributed.

The Board discussed the swearing-in procedures for the canvassers on election day. Information from Judith A. Arnold, Assistant Attorney General, states that the swearing-in should occur before 5 p.m. on election day. The clerks office will be closed on election day. Denny Weaver will come to the Election Office on Election Day at 9:00 AM to swear in the canvassers.

Listing of all the local board meeting minutes was distributed.

Dorothy informed the Board of a voter who requested an absentee ballot due to working for Voter News Service on election day. The voter realized she did not qualify for one of the reasons for an absentee ballot. Dorothy spoke with Judy Arnold who agreed that the person did not qualify for an absentee ballot and that her employer (Voter News Service) must allow her time to go vote.

**OLD BUSINESS:** Dorothy Kaetzel spoke with Ted Shankle regarding parking at Potomac Towers. He suggested that we use a sign to point the voters to the back of the lot. We will send an orange cone with a sign with the Chief Judge.

The Board discussed the parking problems on election night. Dorothy spoke with Mr. Stockslager, Fire Police, who will send 2 - 3 people to direct traffic between 8:30 - 10:00 PM. Dorothy is to contact Dixie Schulte regarding parking at the new district court building.

Carl Sanford will be bringing a scout troop to help election night. Terry Brewer will also be available to help on Saturday and election night.

Roger Schlossberg will contact Mayor Bruchey requesting that the Rochester Street Alley be closed between 8:00 - 10:00 PM while the poll workers return their supplies. He will also request the services of several City Police Officers to direct traffic.

The Board decided to direct the poll workers to enter off Antietam Street, drop off their transfer case near the loading dock and then go park their cars to bring their additional supplies upstairs. They will then be directed to exit back onto Antietam Street. We will give a map to each Chief Judge with the new parking procedures and also a reminder regarding their packing procedures.

Richard Coss informed the Board of the status of the new democratic board member. Richard Coss spoke with Lt. Governor, Kathleen Kennedy Townsend, regarding the situation. He then received a call from the Governor's office and he expressed our need for a new member before the general election.

Richard Coss and Charles Mobley surveyed the Clear Spring Elementary School. Voting will be held in the cafeteria. Chief Judges, Tom and Emily Knode, will be asked to go and see how many signs will be needed to direct voters to the parking lot.

**NEW BUSINESS:** Jim Mobley spoke at the Lions Club luncheon on October 2, 2000.

Christmas Party will be held Wednesday, December 6, 2000 at 6:00 PM at the Fireside Restaurant.

Election Day menu was planned. We will order chicken for supper.

**Upcoming dates:**

Tuesday, November 7 -	9:00 AM - Swearing in of Board at office
Wednesday, November 8 -	9:30 AM - Canvass 1:00 PM - Canvass Write-in
Thursday, November 9 -	8:00 AM - Review Absentee Procedures 10:00 AM - Absentee Ballot Counting
Friday, November 17 -	10:00 AM - Extended deadline of Absentee Ballots & sign certification sheets.

Dorothy will mail the election day schedule. Poll workers lists will be distributed on election morning.

We will pick up the mail on November 8 and November 17 in order to have the mail early.

The Board members were given new voter registration applications to distribute.

The Board received their polling place visitation schedule. Roger Schlossberg will take the route of the Alternate Democratic Board Member. If we have the democratic member by then, Roger will go with him/her to train them and split up the list.

The Board was asked to assist with the absentee voting at the nursing homes.

November 12 -	9:30 AM	Homewood	Sharon & Dot
November 12 -	11:00 AM	Hilltop Assisted Living	Sharon & Dot
November 16 -	10:30 AM	Fahrney-Keedy	
November 16 -	12:30 PM	Reeder's	
November 17 -	?	Williamsport Twin Oaks	Sharon & Jim
November 17 -	11:00 AM	Williamsport Nursing	Sharon & Jim
November 17 -	1:30 PM	Julia Manor	Sharon & Sherrie
November 18 -	10:00 AM	Loyalton	Sharon & Dot
November 18 -	?	Outlook Pointe	Sharon & Dot

The machines and booths will be delivered on Monday, October 16, 2000. Charles Mobley could open the building in the morning and Doris James may be available to open up the building in the afternoon.

Richard will pick up the MVA forms on October 16, 2000.

We hope the work will be available for pickup on October 20, 2000.

Marianne Schneider made a motion to adjourn at 3:50 PM; Dorothy Waters seconded the motion and all were in favor.

Next meeting - November 14, 2000.

Respectfully submitted,

*Kaye E Robucci*

Kaye E. Robucci  
Election Deputy Director I