

MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

September 3, 2002
35 W. Washington Street
Hagerstown, MD 21740
240-313-2050

Present:

Board

Richard L. Coss, President
Charles Mobley, Jr. Republican Member
Eileen Wiggins, Democratic Alternate
Dorothy Waters, Republican Alternate
Roger Schlossberg, Attorney

Staff

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

Richard Coss called the meeting to order at 2:05 PM. Marianne Schneider, Democratic Member, was absent. There was a quorum present.

Approval of Minutes of August 13, 2002: President Richard Coss asked if the board had any corrections or modifications to the minutes of the August 13 board meeting. Dorothy Waters moved for approval of the minutes as presented; Charles Mobley seconded the motion. The motion carried unanimously and Richard Coss, President, signed the minutes.

Addition/Changes to the Agenda: President Richard Coss called for any additions or changes to the agenda. Dorothy Kaetzel added two additional items under correspondence. There were no other requested changes to the agenda.

Richard Coss read aloud the three thank you notes received from Eileen Wiggins, Marianne Schneider and Hospice of Washington County.

Correspondence:

A. Statewide Ballot Questions

There will be 3 statewide ballot questions on the general election ballot.

B. Compliance Questionnaire

Memo from Linda Lamone, Administrator SBE, reminding the election offices that an absentee ballot or any vote on the ballot cannot be rejected except by unanimous vote of the Board of Canvassers.

C. Polling Place Evaluation Program

The Board discussed the Polling Place Evaluation Program.

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Correspondence

D. Polling Place Instructions

Information from Timothy Augustine, Deputy Administrator SBE, to be distributed to the election workers. Information included: Polling Place Instructions, Election Day Activities – Access to the Polling Place by Media Representatives, Challengers/Watches, and Others.

E. Legislative Agenda

Memo from Richard Douglas, County Attorney, requesting any proposals for the 2003 legislative agenda. Deadline is September 10, 2002.

F. State Board Minutes

Minutes of the July 16, 2002 State Board Meeting were distributed.

G. NASED Summer Meeting

Minutes of the NASED meeting held August 16 – 18, 2002 were distributed.

H. Petition Candidate

Lorenzo Gaztanaga, Libertarian Candidate for Lt. Governor, will be placed on the ballot in November.

I. Department of Legislative Services

Memo from Karl Aro, Executive Director of Legislative Services, regarding the three constitutional amendments that will be on the November ballot. Roger Schlossberg will find out if full wording of the questions must be included on the Specimen Mailer.

J. Frederick County

Letter from Stuart Harvey, Election Director of Frederick County, regarding the printing problems they encountered with the ADC.

Reports

A. Election Judge Training

Dorothy Kaetzel reported on the election judge training classes. There were a total of 4 classes and over 400 workers trained. An updated list of election workers and provisional judges will be given to the Board members.

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B. Delivery of Election Equipment

Dorothy Kaetzel reported on the delivery of the election supplies and equipment. One ballot box was lost on the way to the Agricultural Center but was found and returned to the election board. Also, it was discovered that all 13 of the ballot boxes used in the 2001 City of Hagerstown Elections were still at the McBaird building. The City of Hagerstown moved them to the Agricultural Center.

C. Security Measures

Dorothy Kaetzel informed the Board that deadbolts will be placed on the Conference Room and storage room. We have the Conference room reserved from Monday, September 9 until Friday, September 13, 2002.

Old Business:

A. Communication Problems on Election Day

Charles Mobley gave Dorothy Kaetzel the remaining school layouts with the phone number indicated. He also had extra long cords for 11 of the schools. The 7 cell phones will be donated by Cellular 1. Dorothy Kaetzel will reserve 4 beepers for the Board Members. Kaye Robucci reported that Angie Poffenberger, IT Department, is working on a link from our website which would allow a person to enter a street address and find the corresponding polling location. Angie Poffenberger would like to have this in place for the November election.

B. Additional Help on September 7 & 10, 2002

Dorothy Kaetzel informed the board that two women will assist with distributing supplies on Saturday, September 7, 2002. Mark Brugh and a scout troop will be assisting election night. The fire police will be directing traffic on election night.

C. Provisional Ballots

Dorothy Kaetzel informed the Board that information on provisional ballots will be forthcoming

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New Business:

A. Potomac Towers

Dorothy Kaetzel informed the Board of a complaint from a voter at Potomac Towers. The voter does not want to park in the back parking lot at Potomac Towers. She is not handicapped and does not want to park in the handicapped accessible spot. She was informed by the office to contact the City of Hagerstown Housing Authority.

B. Final Plans for Election Day

Dorothy Kaetzel distributed copies of the election day schedule. The Board swears in at 9:00 AM on election day. We will have a cold cut tray for lunch and order chicken for dinner. Richard Coss will pick up the chicken from Martins at 5:00 PM.

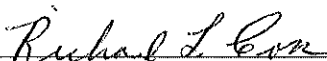
Scheduling of the Next Meeting


The next meeting of the Washington County Board of Election will be October 8, at 2:00 PM at the board office.

Adjournment

There being no further business to come before the Board at this meeting, a motion was made by Eileen Wiggins; seconded by Dorothy Waters to adjourn at 3:45 PM. Unanimously approved.

Respectfully submitted,


Richard L. Coss, Board President


Kaye E. Robucci
Election Deputy Director I