

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION
September 9, 2008

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 2:04 PM. There was a quorum present.

Comar Supplemental #7 was distributed to the Board.

Approval of Minutes of August 13, 2008

Eileen Wiggins asked if the Board had any corrections or modifications to the minutes of the August 13, 2008 Board Meeting. Eileen Wiggins requested the following change (**in bold**):

Page 3: Old Business –

B. City of Hagerstown

Paragraph 2:

On August 6, 2008, Dorothy Kaetzel met with Donna **Spickler**, City Clerk...

Paragraph 3:

Donna **Spickler** is collecting information regarding the cost of the elections.

The minutes were approved as corrected.

Addition/Changes to the Agenda:

Dorothy Kaetzel requested the following changes to the agenda:

Correspondence –Administrative Leave for Election Workers and Minutes of Election Director's Meeting

Old Business - Warehouse space

Washington County Board of Elections
September 9, 2008 Board Minutes (Continued)
Page 2

Correspondence:

A. Administrative Leave

State Employees will receive administrative leave if they work at the polls on Election Day.

B. Election Director's Meeting – August 13, 2008

Minutes of the August 13, 2008 Election Director's meeting were discussed. Dorothy Kaetzel pointed out the following:

- Conference calls will be used to keep LBE Attorneys apprised of on-going litigation.
- Linda Lamone, Administrator, SBE will address the Senate Education, Health and Environmental Affairs Committee on Tuesday, September 16, 2008.
- New extended hours procedures. Chief Judges will be permitted to "end the election" on the voting units after everyone in line at 8:00 PM has voted. The Chief Judges will run their result tapes and place the original tapes in the forms folder and their second tapes in a plastic bag located in Envelope 3. After Extended Hours voting is completed, the second tapes will be posted.
- Precinct registers will be pulled on October 21, 2008.
- Ballot Production – we have received our ballot proofing materials.
- Warehouse space – all current leases with Premier will expire on December 31, 2008.
- Disaster Recovery Plan – we met with Michael Kortum on September 3, 2008
- Voter Registration Volunteer – we cannot require individuals to complete Voter Registration Volunteer Training.
- No activity can be done within the 100' no electioneering zone.
- A Call Center will be available on October 14, November 3 and November 4, 2008.

C. Questions on Ballot

There are two Constitutional Amendments on the November ballot. Question 2 is being contested in court.

D. Constitution and Independent Parties

The Constitution and Independent Parties received enough valid signatures to qualify as political parties in the state of Maryland.

E. Political Parties

Updated political party information was distributed.

Washington County Board of Elections
September 9, 2008 Board Minutes (Continued)
Page 3

Reports:

No reports

Old Business:

A. Warehouse

Dorothy Kaetzel received an e-mail from Jim Sterling on September 5, 2008 regarding our warehouse space. Our new warehouse space will be located at Phoenix Color.

B. City of Hagerstown

Dorothy Kaetzel, Eileen Wiggins and Kaye Robucci met with the City of Hagerstown on September 3, 2008. Present were Donna Spickler, City Clerk, Brenda Hawbaker, Assistant Clerk, and Nathan Robinson, Premier Representative. Dorothy Kaetzel will contact John Barr, County Commissioner President, regarding the contract. Dorothy sent a letter to Tony Mayhugh regarding the use of the schools.

C. Surveys – Districts 13-1 and 22-2

Eileen Wiggins and John Benchoff surveyed the new Maugansville and Pangborn Elementary Schools. Eileen Wiggins reported that Pangborn is perfect but the parking at Maugansville is a distance from the school. Roger Schlossberg suggested placing balloons at the entrance to the two new polling places. We will order the balloons and Roger will place them.

D. Election Worker Training Schedule

The Board reviewed the training schedule. The first class is Saturday, September 13, 2008.

New Business:

A. Sample Ballot Mailer

Dorothy Kaetzel has requested bids for the Sample Ballot Mailer.

Member Remarks:

Roger Schlossberg informed the Board that the Department of Veterans Affairs reversed an earlier decision and announced that it would open VA facilities to voter registration drives.

Washington County Board of Elections
September 9, 2008 Board Minutes (Continued)
Page 4

John Benchoff informed the Board that the Herald Mail surveyed the public with the question, "What do you think about the City of Hagerstown having their election date coincide with a statewide election?" Eighty percent surveyed were in favor of changing the date of the election to coincide with a statewide election.

The Board discussed the current construction project behind our building. Will the parking lot and parking meters be available on Election Day? Roger Schlossberg will talk to Mayor Bruchey regarding closing the alley and reserving the parking meters.

Adjournment:

The next Board Meeting will be October 7, 2008 at 2:00 PM.

There being no further business to come before the Board at this time, Clyde Tate made a motion to adjourn at 3:05; Sharon Washington seconded the motion. Unanimously approved.

Compiled by Kaye E. Robucci
Election Deputy Director, I

Respectfully Submitted,

Eileen Wiggins
Eileen Wiggins, Board President

10/7/08
Date

Carroll Earp
Carroll Earp, Board Secretary

10/7/08
Date