

September 5, 1979

The Board of Election Supervisors held their regular monthly meeting on Tuesday, September 4, 1979, at 2 P.M. at the Board office. Chairman Bast called the meeting to order.

The following were recorded present:

Douglas G. Bast
Virgil E. Banzhoff
Charles L. Downey
Fred R. Sword
Dorothy M. Waters
Daris A. Phillips

Motion by Charles Downey and seconded by Virgil Banzhoff that we dispense with the reading of the minutes of the previous meeting held on August 13, 1979. Motion carried.

Under communications Chairman Bast read the letter of resignation from G. Elaine Rose. Elaine is resigning as of September 4, 1979, to accept full time employment with the Department of Environmental Health. Motion by Mr. Downey and seconded by Mr. Banzhoff that we accept her resignation with regrets. Motion passed. Motion by Mr. Banzhoff and seconded by Mr. Downey that a letter as composed by Mr. Downey be sent to Elaine accepting her resignation.

Chairman Bast read a letter from the State Board Office advising us of the procedure to fill the vacancy of Election Clerk I. There is no one on the eligible list and after discussion the Board unanimously agreed to hire Anita Olden on a part time basis at the County's rate of pay of \$3.10 per hour until the test can be given and the position filled permanently.

The Board agreed to advise Dorothy Kaetzel that the position is open as she was the only one who had been on the previous eligible list.

Chairman Bast read a letter from the State Board sent to Mr. Young, Finance Director, concerning our office going on State Data Processing only. The Commissioners have agreed to this, so we will no longer have our voters' records on the County data processing system.

Under committee reports, Mr. Downey reported on the meeting that he and Mr. Bast attended with the Task Force on August 14, 1979.

Dottie reported on the Board of Directors meeting held at the Baltimore County Election Board on August 23, 1979. She advised that the Maryland Association of Elections Officials' meeting will be held at Hunt Valley on January 20, 21, and 22, 1980.

Under old business Daris reported that \$25 had been stolen from our petty cash box. There is no insurance on this.

The appointment of a substitute Democrat machine custodian is still pending. We will send a letter by certified mail to Richard Smith to see if he is still interested in the position.

Under new business the Board was advised that the Smithsburg Junior High School wanted to use a voting machine for the school's election. The Board approved the use of the machine and the school will pay our two machine custodians \$15 each to set up the machine. The Roads Department will transport the machine.

We discussed the pre-election meeting to be held in Ocean City on October 14 - 16, 1979. Final plans will be made at our next regular Board meeting, which will be held on October 9, 1979, at 2 P.M.

Motion by Mr. Downey and seconded by Mr. Banzhoff that the meeting be adjourned. Motion carried.

Respectfully submitted,

Dorothy M. Waters

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