

PROCEEDINGS

**BOARD OF ELECTION SUPERVISORS
FOR WASHINGTON COUNTY
JUNE 10, 1997**

Present: Richard L. Coss, President
Daris Phillips, Democrat Member
Charles L. Mobley, Jr. Republican Member
Roger Schlossberg, Democrat Alternate
Dorothy M. Waters, Republican Alternate
Mark Brugh, Attorney
Dorothy M. Kaetzel, Election Director II
Kaye E. Robucci, Election Deputy Director I

ORGANIZATIONAL MEETING:

Swearing-in of Board Members and Substitutes:

The swearing-in ceremony and oath were administered by Tricia Bryan, Deputy Clerk of the Circuit Court. Board members sworn in were Richard L. Coss, Daris A. Phillips and Charles L. Mobley, Jr. Substitute members sworn in were Roger Schlossberg and Dorothy M. Waters.

Election of Officers:

Subsequent to the swearing-in, the Board convened its organizational meeting at 2:15 p.m. Richard Coss opened nominations for President of the Board. Daris made a motion nominating Richard Coss President of the Board. Jim seconded the nomination. With no further nominations, Mr. Coss called for a vote. Richard Coss was elected Board President unanimously. Richard then called for nominations for Board Vice-President. Jim nominated Daris Phillips for Board Vice-President. Richard seconded the nominations. With no further nominations, Richard called for a vote, and Daris Phillips was elected Vice-President unanimously. Richard then called for nominations for Board Secretary. Daris nominated Jim Mobley for Board Secretary. Richard seconded the nomination. With no further nominations, Richard called for a vote, and Jim Mobley was elected Secretary unanimously.

Selection of Board Attorney:

Jim moved that Mark Brugh be re-appointed the Board's Attorney. Daris seconded the motion, and the motion carried unanimously.

Delegation of Authority:

The Board felt it unnecessary to delegate complete and total authority of all administrative matters to Dorothy Kaetzel, Election Administrator. The administrator and staff work closely to keep the Board informed on all election related matters. In addition the Board is very much involved in all aspects of the election process.

MINUTES: Roger moved that the minutes of the meeting held May 13, 1997 be approved as submitted.

CORRESPONDENCE: Information from the Commission to Revise the Election Code was distributed.

Minutes of the SABEL Board Meeting held April 14, 1997 were distributed.

Minutes of the MAEO Board Meeting held March 26, 1997 were distributed and discussed.

Agenda for the MAEO meeting was distributed.

List of individuals nominated to run for the offices of MAEO President, Vice President, Secretary, Treasurer and the Association's Board of Directors was distributed.

OLD BUSINESS: Dorothy distributed copies of letter to Rod Shoop, County Administrator, outlining our special needs for moving to a new office area. Response from Rod Shoop was distributed. He assured us that the county will keep us informed and involved in the process.

Chris Shank, Legislative Assistant, responded to the legislative redistricting proposal. He indicated that he will forward the letter from Mark to Karl Aro, Department Chairman of Research Division, Legislative Reference. Chris indicated there should be no problem unless the voters or Bob McKee or Bruce Poole opposed the idea. The Board suggested contacting Bob and Bruce to see if they received the letter and if they have any questions. Board also recommended calculating how many voters by party would be effected.

Chris Shank also responded to the letter regarding HB 1237. He said the delegation would work on it in the spring session and have done for the 1998 elections.

The Board discussed combining the following precincts within the City of Hagerstown:

Jim made a motion to combine districts 17-2 and 17-3 and call it 17-2. Daris seconded the motion and all were in favor.

Jim made a motion to combine districts 22-1, 22-2 and 22-3 to be called 22-0. The polling place would be in the large room at the army reserve center. Daris seconded the motion and all were in favor.

Jim made a motion to combine districts 25-2 and 25-3 to be called 25-2 and to retain the same voting place. Daris seconded the motion and all were in favor.

Jim made a motion to rename district 25-4 to be called 25-3. The Board discussed the possibility of confusion to voters at election time. Jim withdrew his motion and Board decided to table at this time. The Board recommended sending a letter to the new Mayor and Council indicating the new changes. If the Mayor or Council have any questions, they will be invited to the next board meeting. Copies of letter will be sent to the City Board, City Council Members, Donald Munson and John Donoghue.

The staff will depart for Solomons Island at 11:00 on Monday, June 16, 1997.

Roger departed the meeting at 3:30 p.m.

Information from the Kids Voting meeting held in Baltimore County was distributed.

Dorothy and Kaye attended Phase I of the Personnel Training on May 28, 1997.

Kaye, Sharon and Sherrie will attend Phase II on June 13, 1997.

Mark entered the meeting at 3:45 p.m.

Revised room layouts for Districts 6, 7, 13 and 18-1 were distributed. Jim made some recommendations to the layouts. The Board recommended visiting District 7 and inviting the chief judges for their suggestions and input. The Board will visit Smithsburg Elementary School on August 7 at 9:00 a.m.

NEW BUSINESS: Memo from Joan Mobley regarding voter notification cards was distributed. Dorothy informed Joan we will be doing another mailing and need 16,000 voter notification cards.

Copies of the state wide internet survey were distributed.

Office picnic will be held Monday, August 18, 1997. Mark will see if the Eagle's picnic ground is available. If the picnic ground is not available, Mark invited us to his house.

Richard thanked the staff for the punch and cookies.

Motion made by Dot and seconded by Jim to adjourn the meeting at 4:00 p.m.

Respectfully submitted,

Kaye E. Robucci

Kaye E. Robucci
Election Deputy Director I