

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION

August 9, 2011

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

Present:

Board

John Benchoff, President
Carroll Earp, Vice President
Tammy Downin, Secretary
Eileen Wiggins, Member

Staff

Kaye E. Robucci, Election Director, I
Sherrie A. Bonebrake, Election Administrative Assistance II

John Benchoff called the meeting to order at 2:08 PM. Absent from the meeting was Roger Schlossberg, Board Attorney. There was a quorum present.

Approval of Minutes of July 12, 2011:

John Benchoff asked if the Board had any corrections or modifications to the minutes for the July 12, 2011 Board Meeting. Carroll Earp requested the following corrections (words removed shown within brackets [] and corrections shown in bold):

Minutes from July 12, 2011 Monthly Meeting-

Page 1: Call Meeting to Order- "Clyde Tate, Republican Member, and Roger Schlossberg, Board Attorney, [was] **were** absent.

Minutes from July 12, 2011 Old Business-

Page 3: C Election Worker Training Location- update
"... put together a schedule [or] **of** dates and times..."

Tammy Downin made the motion to accept minutes as corrected, Eileen Wiggins seconded. Unanimously approved.

Addition/Changes to the Agenda:

Kaye Robucci requested the following changes to the agenda:

Old Business: Resolutions for District 8 only, District 24 not yet decided.

New Business: Discussion of Alternate Early Voting Site and Posting of Supervisor II Position.

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Correspondence:

- A. Resignation letter from Clyde Tate, Republican Board Member.

Discussed giving a gift or gift card to Clyde for his time on the Board.
Senator Christopher Shank is putting something together at a later date to honor Clyde.

- B. Notice from Big Pool Community Center- Request for Increase for use of facility

Heather Barnhart, contact at the Big Pool Community Center, requested an increase to use the facility to \$65.00. It's been standard policy that all Districts get \$50.00 each election and an increase is not in the budget for this fiscal year. Kaye Robucci will send a letter to Heather, stating our policy for polling places. She will also check other counties on what they pay for facilities.

- C. Thank you letters-

Letter of thanks sent to Mr. Naylor, of Horst Fencing, and to Mr. Haynes, of the Rohrersville Ruritan Club, for the many years we used the facilities.

- D. Agenda, MAEO Executive Board Meeting held August 12, 2011 – E- Mailed to the Board.

Reports:

- A. Recruitment Letters-

Election Worker Recruitment letters were sent to 750 workers on August 9, 2011.

- B. Redistricting Meeting July 23, 2011

Kaye Robucci and Sharon Mackereth attended the Redistricting Meeting held in Hancock. There will be a special session this fall for redistricting.
Kaye spoke on the need to redraw 3 election districts to include annexed voters.

Old Business:

A. Early Voting Site – Update

We have received the Early Voting Agreement from the American Red Cross. They have made some additions. Roger Schlossberg will review their additions and our proposed addition of a temporary ramp. The Early Voting Agreement will need to be resent to the American Red Cross for their signature. SBE must approve our Early Voting site. Kaye sent the information which will be reviewed at their August 25, 2011 Board Meeting.

B. Survey of WACOHU Grange, District 24-1 and 24-2

John Benchoff mentioned it is the ideal place, plenty of parking and a nice facility. A letter was sent outlining the agreement of what amount would be paid for the use of the facility. Carroll Earp made the motion to move to the WACOHU Grange from Horst Fencing, Tammy Downin seconded the motion. Unanimously approved.

C. Election Worker Training Location- update

Schedule of training dates have been sent for review to the church. Everything is good to go! Kaye will send a letter to Randy Reid and Church Board outlining the requirements and pay.

D. Resolutions for Polling Place Changes (District 8 and 24)

Due to a clerical error, the resolution for Rohrsersville Road Fire Station 8 at 3417 Rohrsersville Road tabled until September's meeting.

New Business:

A. New Board Member Process

Letter of resignation was received from Mr Tate. The Republican Central Committee is responsible for submitting names of interested persons to the Governor.

B. Election of Board Secretary

a. Nominations

John Benchoff opened nominations for Board Secretary. Carroll Earp nominated Tammy Downin. No further nominations were offered. Nominations were closed.

b. Balloting

Voting proceeded with the raising of the hand- four votes were recorded for Tammy Downin as Secretary. Ms. Downin was elected.

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Resolutions Wicomico

The Board reviewed and discussed the 4 proposed resolutions. Eileen Wiggins made the motion to let things be, and take no position on these matters; Tammy Downin seconded the motion Unanimously approved. A letter will be sent to Wicomico County stating the Boards decision.

C. Picnic

The picnic discussion was tabled until September's meeting.

D. Alternate Early Voting Site

We are required to have an Alternate Early Voting Site. Suggestions of alternate sites were the PNC Building, South End Shopping Center location, and the Old Social Security Building. Since the PNC building is not occupied yet, Kaye Robucci will see if it is available for use.

E. Supervisor II Positon

The closing date for the Election Supervisor II position is August 19, 2011. Kaye Robucci, John Benchoff and Sharon Mackereth will interview interested persons.

Executive Session:

Tammy Downin made a motion to close the regular session and move into Executive Session at 3:30 PM, Carroll Earp seconded. Returned to Regular Session at 3:33 PM.

Members Remarks:

There were none

Scheduling of Next Meeting:

The next meeting of the Washington County Board of Elections will be held September 13, 2011 at 2:00 PM at the Board office.

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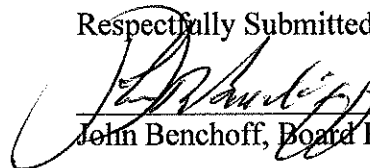
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Adjournment:

There being no further business to come before the Board at this time. Tammy Downin made a motion to adjourn at 3:35 PM; Eileen Wiggins seconded the motion. Unanimously approved.

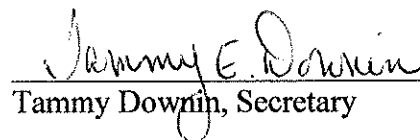
Compiled by Sherrie A. Bonebrake
Election Administrative Assistant II

Respectfully Submitted,



John Benchoff, Board President

9/13/2011
Date



Tammy Downin, Secretary

9/13/11
Date