

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION

September 9, 2003

35 W. Washington Street

Hagerstown, MD 21740

240-313-2050

Present:

Board

Charles Mobley, Jr., President

Marianne Schneider, Democratic Member

John F. Barr, Republican Member

Dorothy Waters, Republican Alternate

Eileen Wiggins, Democratic Alternate

Staff

Dorothy M. Kaetzel, Election Director I

Kaye E. Robucci, Election Deputy Director I

Charles Mobley called the meeting to order at 2:05 PM. Gregory Bannon, Attorney, was absent. There was a quorum present.

Approval of Minutes of August 12, 2003

Charles Mobley asked if the board had any corrections or modifications to the minutes of the August 12, 2003; board meeting. There being no corrections or modifications, Marianne Schneider motioned and Dorothy Waters seconded the motion and all were in favor.

Addition/Changes to the Agenda: Several items will be added to the agenda: A letter to Delegate Christopher Shank and the 2003 Legislative changes will be discussed under Correspondence. Subdividing District 18-1 will be discussed under Old Business.

Correspondence:

A. MAEO Meeting – June 11, 2003

Minutes of the June 11, 2003 MAEO Board meeting were distributed.

B. Constitution Revision

Memo from Harold Ruston, Chairman By-Laws Committee, regarding the revision to the MAEO Constitution. The proposed amendment to extend the term of office for Officers and Directors was approved.

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C. MAEO Legislation

Memo from Robin Downs, President MAEO, regarding MAEO legislation. SBE will submit the ID Bill as departmental legislation but will not submit the bulk mailing for absentee ballot applications. The Board discussed the problems associated with the bulk mailing of absentee ballot applications during the 2002 elections. Dorothy Kaetzel will contact Robin Downs and ask if MAEO will address this issue.

John Barr entered the meeting at 2:15 PM.

D. Letters to Delegate Shank

Dorothy Kaetzel wrote a letter to Delegate Christopher Shank regarding the complaint received about the high school registration at Smithsburg High School. The letter was copied to Linda Lamone & Dr. Harrell. Dr. Elizabeth Morgan, Superintendent, also sent a letter to Delegate Christopher Shank regarding the same issue.

E. Voting Equipment Criticism

News Release from Johns Hopkins University was discussed. Avi Rubin, computer scientist at Johns Hopkins University, had co-authored a report criticizing electronic voting software. He has resigned from his position on the board of VoteHere.

F. 2004 General Assembly Legislation

Memo from Richard Douglas, County Attorney, requesting proposals for the 2004 legislative session. The Board made no proposals. Proposals are due by September 10, 2003.

G. 2003 Biennial Meeting

Reservations have been made for the 2003 Biennial Meeting.

H. 2003 Legislative Changes to Election Laws

The 2003 Legislative changes to Election Laws were distributed to each Board member.

I. 2004 Election Calendar

2003-2004 Election Calendar was distributed to each Board member.

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Reports:

Dorothy Kaetzel reported that Jim Sterling, County Facilities Director, has been in contact with Tom Feehan, Diebold Representative, regarding the leasing of warehouse space. On Thursday, September 11, we will be surveying a warehouse owned by Todd Baer located on Route 63. Charles Mobley will pick up Dorothy Kaetzel and Kaye Robucci at 8:30.

Charles Mobley reported on the survey of a Bowman warehouse on August 15, 2003. Charles Mobley, Tom Feehan, Dorothy Kaetzel and Kaye Robucci met with David Taylor, President Bowman Development Corporation, to survey the warehouse space. We surveyed an area with a loading dock. Mr. Taylor contacted Dorothy Kaetzel the following week indicating that a ground level warehouse space may be available to lease.

Old Business:

A. City of Hagerstown

The Board decided to defer sending a letter to City of Hagerstown until after Charles Mobley, Dorothy Kaetzel and Gregory Bannon meet to draft a letter to the City of Hagerstown. The letter will be sent to the Election Board of the City of Hagerstown.

B. Subdivide 18-1

The Board continued their discussion to subdivide District 18-1 and create District 18-3. The Seventh Day Adventist Church governing body will not allow the Church to be used as polling place. The lobby area of the ARCC at Hagerstown Community College would be available. No other activities would be held in the lobby on Election Day. A Whereas and description of the new district need to be completed and sent to the State. The chair entertained a motion to subdivide 18-1 into 18-3. The boundary would be Robinwood Drive to the west, Blue Bird Avenue to the north, Kieffer Funk Road to White Hall Road on the east and Mt Aetna Road to the south. Total number of voters would be approximately 2,000. Marianne Schneider made a motion to subdivide District 18-1 thereby creating District 18-3; John Barr seconded the motion. All were in favor.

Charles Mobley made a motion to prepare a resolution to use ARCC as the polling place for District 18-3. The ARCC is not located in the district but is adjacent to it. Marianne Schneider seconded the motion. All were in favor.

Charles Mobley made a motion to prepare the necessary boundary change description for the revised District 18-1. John Barr seconded the motion. All were in favor.

An Accessibility Survey for 18-3 has been completed. Charles Mobley will check on the phone at the ARCC.

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C. Chewsville Community Center

Mr. Morris Lay came to the office to discuss the use of the Chewsville Community Center. The Election Board would be permitted to use Chewsville Community Center as a polling place if we are willing to abide by the rules of their Rental Agreement Form. The Board decided to retain use of the Chewsville Community Center.

D. Review Polling Place layouts for secure storage

Dorothy Kaetzel talked with David Heller, SBE, regarding the security of the electronic voting system after it is delivered to the polling places. He assured her that the machines are sealed and secured to the cart. The Board discussed delivering the equipment to the schools and churches on Monday prior to the election. This will need to be discussed with Diebold. For the time being, the polling places will not be surveyed for storage areas.

Dorothy Kaetzel has reserved the Agriculture Building and the first floor conference room for the 2004 elections. The election workers will pick up their supplies from the conference room. Charles Mobley thanked Dorothy for reserving these areas.

Charles Mobley discussed the need for more phones. South Hagerstown H.S. needs two phones and two phone lines. Charles Mobley will talk with Mr. Mundy regarding a second phone line at South Hagerstown H.S.

Dorothy Kaetzel and Kaye Robucci will attend the Director's meeting on September 17, 2003.

New Business:

No new business

Members Remarks:

Dorothy thanked the staff for their hard work in packing up the old Voter Registration Applications for shipment to the State Archives.

Charles Mobley complimented the staff and especially Sharon Mackereth for her work on the first edition of the Election News Newsletter. The newsletter will be issued quarterly as time permits.

The Board discussed the need for election workers. Several suggestions were to contact the Board of Education, place a back page ad in the newspaper and contact the Job Service.

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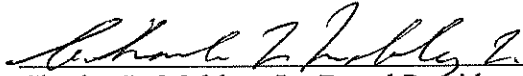
Scheduling of the Next Meeting

The next meeting of the Washington County Board of Elections will be held October 14, 2003, at 2:00 PM at the Board Office.

Adjournment:

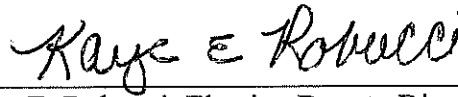
There being no further business to come before the Board at this meeting, a motion was made by Marianne Schneider to adjourn at 3:17 PM; Eileen Wiggins seconded the motion. Unanimously approved.

Respectfully Submitted,



Charles L. Mobley, Jr., Board President

10/14/03
Date



Kaye E. Robucci, Election Deputy Dir., I

9-11-03
Date