

MINUTES

WASHINGTON COUNTY BOARD OF ELECTION

July 8, 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

Eileen Wiggins, Democratic Alternate

Greg Bannon, Attorney

Staff

Dorothy M. Kaetzel, Election Director I

Kaye E. Robucci, Election Deputy Director I

Charles Mobley called the meeting to order at 2:04 PM. Dorothy Waters, Republican Alternate, was absent. There was a quorum present.

Approval of Minutes of June 3, 2003

Charles Mobley asked if the board had any corrections or modifications to the minutes of the June 3, 2003; board meeting. There being no corrections or modifications, the minutes were approved as submitted.

Addition/Changes to the Agenda: Several items will be added to the agenda: The Silent Auction will be discussed under Correspondence, The Director's meeting under Reports and the High School letter under New Business.

Correspondence:

A. Thank you notes

Thank you notes were received from Richard Coss for his retirement luncheon and Pat Ford for the donation in memory of Oscar Spigler.

B. Directors Meeting – May 14, 2003

The minutes of the May 14, 2003 Director's meeting were distributed.

C. 2004 Judicial Elections, Interim Listing #1

Currently, the only judicial listing we will have on the ballot is the Court of Special Appeals (at large).

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D. New Employee SBE

Natasha Walker is a new employee at SBE. She will be working with Donna Duncan and Mary Wagner.

E. 2003/04 Election Calendar

Election calendars were distributed.

F. Letters

A welcome letter was sent to Greg Bannon and a thank you letter was sent to Roger Schlossberg.

G. Election Assistance Commission

Members to the Election Assistance Commission will be appointed soon.

H. Mini-Voting System Seminar

A Seminar of the new Direct Recording Electronic voting system will be held in Prince George's County on July 17, 2003. Dorothy Kaetzel has reserved three seats. The Board decided to not attend the seminar because it is not certain that we will even have a new voting system for 2004.

I. Silent Auction

There may be a Silent Auction at the Biennial meeting in October. The money raised would go to the Continuing Education Program.

Old Business:

A. Court Case, City of Hagerstown

The Board and attorney discussed the City of Hagerstown Court Case at length. Marianne Schneider made a motion to prohibit any activity other than voting within the 100' limit; John Barr seconded the motion and all were in favor. A copy of the decision will be placed in the procedures manual.

B. Contract Extension – ES&S

The contract was signed and sent to ES&S. ES&S sent a fax indicating they had not received the contract yet. Dorothy Kaetzel sent the fax to Karen Luther. The contract needs to be received by ES&S by July 31, 2003.

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C. Picnic July 28, 2003

The office picnic will be held at the Elk Picnic Grounds at 6:00 PM.

D. Biennial Meeting – October 19 – 22, 2003

Reservations will be made soon. Marianne Schneider will be attending for Sunday & Monday nights. Gregory Bannon and John Barr will check their calendars and let us know about reservations.

E. Substitute Board Pay

A fax was received from Rodney Shoop, County Administrator. The County Commissioners have rejected the request for an increase in the substitute board pay.

F. Chewsville Community Center, 18-1

The Board decided to send the polling place request form to Chewsville Community Center and state that the use of the kitchen will be required for the entire day.

Reports:

There is a Director's meeting on July 21, 2003. Dorothy Kaetzel and Kaye Robucci will attend.

New Business:

A. Subdivide 18-1

District 18-1 is too large. The Board discussed splitting the district at Bluebird Ave to Kieffer Funk Road, south to Mt. Aetna Road and west to Robinwood Drive. This district would be 18-3 and the remaining area would be 18-1. This would leave 2,000 registered voters in each district. An additional polling place would be needed. The Board discussed the use of HCC and the Hagerstown Seventh Day Adventist Church. Dorothy Kaetzel is expecting a call from HCC on the use of the ARC. Jim Mobley will contact the church.

John Barr left the meeting at 3:15 PM

B. Big Pool Community Center

The Big Pool Community is accessible but the ramp is not ADA compliant. A local church was contact to see if we could move to that location. The church voted to not allow us to use it as a polling place. The Board decided to remain at Big Pool

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Community Center. Dorothy Kaetzel informed the Board that a letter is sent to each new registrant in District 15 informing them that the ramp is not ADA compliant and that they may request a change to another polling place if desired.

C. High School Registration

A letter was sent from Delegate Christopher Shank to Jan Hejl regarding voter registration at Smithsburg High School. The Board would like to gather additional information before making a decision. A call has been placed to Mr. Clyde Harrell, Superintendent, and Ms. Novac, Principal, Smithsburg High School.

D. US Department of Justice

Information from Brad Barkey regarding the direction of the state voter registration system under HAVA was discussed.

E. Board Member Information

An updated Board Member list was distributed. Following changes will be made:
Marianne Schneider – home fax 301-797-1553
Gregory Bannon – office fax 301-797-3520

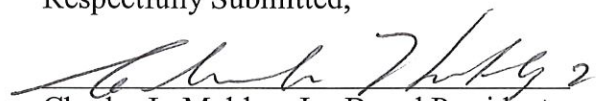
Scheduling of the Next Meeting

The next meeting of the Washington County Board of Elections will be held August 12, 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 3:40 PM; Eileen Wiggins seconded the motion. Unanimously approved.

Respectfully Submitted,


Charles L. Mobley, Jr., Board President 8/02/03
Date


Kaye E. Robucci, Election Deputy Dir., I 7-9-03
Date