

## MINUTES

### WASHINGTON COUNTY BOARD OF ELECTION December 13, 2011

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

**Present:**

**Board**

John Benchoff, Board President  
Carroll Earp, Vice President  
Eileen Wiggins, Board Member  
Tammy Downin, Secretary  
Bruce Field, Board Member  
Roger Schlossberg, Board Attorney

**Staff**

Kaye Robucci, Election Director, I  
Sharon Mackereth, Election Deputy Director, I

John Benchoff called the meeting to order at 2:01 PM. There was a quorum present.

**Approval of Minutes of November 8, 2011:**

John Benchoff asked if the Board had any corrections or modifications to the minutes of the November 8, 2011 Board Meeting. Motion was made by Carroll Earp to accept the minutes as written; Bruce Field seconded. Approved as submitted.

**Addition/Changes to the Agenda:**

Kaye Robucci request the following additions to the agenda –  
Under - Correspondence: E-mail “CASA Drops Lawsuit”  
Under - New Business: New Budget FY2013 due January 13, 2012.  
Under - Old Business: Election Worker Training.

**Correspondence:**

- A. “GOP short of funds to fight redistricting” – E-mailed to Board.
- B. “Nine Citizens to file civil rights lawsuit challenging congressional redistricting” – E-mailed to Board.

If this lawsuit drags out it could cause the Primary Election to be moved out to June, 2012. There is a hearing set for December 20, 2011 in federal court. The ramifications of this move could possibly affect us in many areas. The Board of Education would have to be notified, due to using schools as polling places.

There is the issue of financial obligations in FY2012 and FY2013. Our Early Voting site could be in jeopardy due to the Red Cross schedule. There are several states going through this same process.

- C. "Hearing set for MD redistricting lawsuit" – E-mailed to Board.
- D. Schedule for remap hearing puts election in doubt – E-mailed to Board.
- E. MAEO Executive Board Meeting, 12/14/2011 agenda – E-mailed to Board.
- F. "CASA drops portion of suit against MD Dream Act" – E-mailed to Board.
- G. E-mail from Mary DePelteau, Calvert County, MAEO dates – E-mailed to Board.  
Dates are June 3 – 6, 2012 at the WISP in Garrett County.
- H. Rejection letter from Elgin Station regarding Alternate Early Voting Site
- I. Letter from Wicomico County regarding the 4 Resolutions and the outcome.  
They are moving forward with Resolution #4 and requesting legislation prohibiting candidates from serving as Challengers and Watchers.
- J. "Casa drops challenge to signatures in Dream Act referendum" – E-mailed to Board.

**Reports –**

- A. Meeting with Leadership of Washington County –

Kaye Robucci reported on her meeting with about 50 members, who asked if she would do a presentation on candidate campaign filing and the process required for running for an office. She gave them copies of the forms needed for filing. Kaye stated that very few of them knew that the City of Hagerstown elections were going to be on the ballot in the 2012 Presidential Election.

- B. Eventbrite update –

Sharon Mackereth reported that Eventbrite, the event scheduling program, went live last week after we had mailed out approximately 450 letters to our election workers. The election workers are using the program with very few problems. There are roughly 110 filed with no help required by the office.

Tammy Downin asked – If the Primary Election gets moved out to June, 2012, will there be training in February? Kaye answered - Yes, we will be having the scheduled training in February, also again right before the June Primary, and we will be required to have a refresher course between the Primary and General.

**Old Business –**

A. Early Voting Agreement –

Kaye Robucci informed the Board that she received an e-mail from Red Cross regarding the Early Voting Agreement. The Red Cross legal department is reviewing the agreement and we should hear something very soon. The only requirement we have from the State is for it to be sent within 30 days after it is signed.

B. Early Voting Alternate –

The Board discussed our choices for an Early Voting Alternate Site. Kaye informed the Board that in 2010 our alternate location was the conference room at the Ag Museum on Sharpsburg Pike. John Benchhoff heard that the ARC facility is still interested in us using its large gym area. But there is still the question of suitable restrooms.

Kaye has to let the State know about our alternate site by January 3, 2012. Our choices are –the Emmanuel United Methodist Church, if we receive confirmation from the Pastor, the ARC facility and the County Ag Museum. The only issue with the Church is Sunday, March 25, 2012 and the polls being open. It is a possibility that we can work things out, since voting starts at 12:00 PM and Sunday school lets out at 11:45 AM.

The Board proceeded to authorize Kaye to select the Early Voting Alternate Site from the three options in that order. A motion was made by Eileen Wiggins; and seconded by Tammy Downin. All were in favor.

C. City of Hagerstown Annexed Voters –

A meeting is needed to decide how we should handle these annexed voters. A meeting was set for 1:30 PM on Monday, December 19, 2011. We will have the exact number of voters involved in the annexation.

D. Supervisor II position –

Pam Byrd, Election Board Supervisor II, has been with us for a month. She is a great addition to our office.

E. Phone for 10-2 South Hagerstown High School polling place –

John Benchhoff informed the Board that he has spoken with Larry Messer, Board of Education, and the phone issue at South Hagerstown High School, District 10-2 has been resolved.

F. Election Worker training –

The Election Worker training classes scheduled for February, 2012 are still on. Whatever is decided about the Primary election we will face when needed. The Board's help is needed and will be appreciated.

**New Business**

A. By-Laws Agreement, Update –

The Board discussed the e-mail from Ross Goldstein, Deputy Administrator, SBE regarding our approved By-Laws. The State recommended one needed change in section 2.3D. The change would reflect the fact that when there is Early Voting our members should take the oath as the Board of Canvassers prior to the start of Early Voting. A motion to amend was requested, as suggested by the State, Section 2.3D referencing Early Voting. Motion made by Bruce Field; and seconded by Tammy Downin. All were in favor. Note in attachment to this resolution. The motion to amend the By-Laws must be approved by a majority vote of the full Board at the January 10, 2012 meeting.

B. Verification Plan –

The Board discussed the approving of Washington County's Voting Supplies: Verification Plan. The State of Maryland has set forth this process for verifying the packing of supplies 15 days before Early Voting and Election Day. A motion was made by Tammy Downin; and seconded by Carroll Earp to approve this verification plan. The resolution will be completed by Roger Schlossberg, Board Attorney.

C. Due by January 13, 2012 Budget FY13 –

Kaye Robucci informed the Board that she will be in the process of completing the FY2013 Budget which is due January 13, 2012.

**Members Remarks**

Everyone enjoyed the Christmas Party last week.

**Scheduling of Next Meeting**

The next meeting of the Washington County Board of Elections will be held at 2:00PM on January 10, 2012.

**Distributed Information**


Law Books  
New Calendar 2012  
History of the Washington County Board of Elections

**Adjournment:**

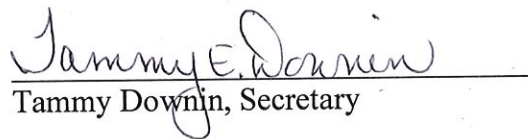
There being no further business to come before the Board at this time, motion was made to adjourn at 3:07PM by Tammy Downin; Carroll Earp seconded the motion. Unanimously approved.

Compiled by Sharon C. Mackereth  
Deputy Director, I

Respectfully Submitted,

  
\_\_\_\_\_  
John Benchoff, Board President

1-10-12  
Date

  
\_\_\_\_\_  
Tammy Downin, Secretary

1/10/12  
Date