

PROCEEDINGS  
BOARD OF ELECTION SUPERVISORS  
FOR WASHINGTON COUNTY

The Board of Election Supervisors for Washington County held its regular monthly meeting on Tuesday, July 14, 1992 at the Board Office. The meeting was called to order at 2:30 P.M. by President Spigler.

The following were recorded present:

Oscar W. Spigler, President  
Richard L. Coss, Democrat Member  
Walter F. Bell, Jr., Republican Member  
Donald A. Smith, Democrat Alternate  
Charles L. Mobley, Jr., Republican Alternate  
William F. Dunham, Jr., Attorney  
Jean D. Calhoun, Administrator I  
Daris A. Phillips, Chief Clerk I  
Dorothy M. Kaetzel, Election Registrar

MINUTES:

The minutes of the last meeting held on June 9, 1992 were approved.

CORRESPONDENCE:

Discussion held on the memo from Marvin Meyn regarding "I Voted" Lapel Stickers. Board members felt this was a good idea. Walter made motion to order 40,000 stickers through SABEL. Richard seconded the motion.

Jean distributed copies of letter from Marvin Meyn regarding the 1993 Biennial Meeting (Memo #3). No action taken at this time.

PERSONNEL:

The three Board Members approved the selection of Kaye Robucci as Republican Registrar. As of this date, confirmation has not been received from the Personnel Department.

OLD BUSINESS:

Jean advised the Board Members that our budget was approved and we had received everything requested.

Jean informed the Board Members also of the totals of the work done each month that will be in the County's Annual Report Information Booklet.

Oscar distributed copies of "Key Notes" - the official newsletter of the Prince George's County Board of Supervisors of Elections, praising what an informative publication it was.

According to Jean, Ed Earley has sent the test ballots. As soon as these are received and when it is convenient for some of the Board Members to be present, the ballots will be tested.

Poll worker classes to train workers at polling places where problems occurred during the Primary Election to be held between October 13 through October 23, the time Bill Dorsey will be setting up the voting machines. The classes will be held at the warehouse. The

classes, hopefully, will be small so there will be hands on experience. There will be two classes of 14 workers each. Jean will be in touch with Bill Dorsey to set up a date. Don Smith stated that no check list would be necessary with the adoption of this procedure.

Board Members were shown the new handicap signs that were purchased. These are satisfactory.

Jean showed a sample of a "Vote Here" sign that was received in the mail and explained the cost of same. These can be ordered if the Board decides they are needed. No action taken at this time.

The Board Members were informed that the County Commissioners agreed to put road signs up in Keedysville with directions to the Little Antietam Community Center - our polling place.

After discussing office hours, Walter motioned that effective July 20, 1992 through September 30, 1992 the office will be open 8 A.M. to 4:30 P.M. Monday through Friday. After that, the office will be open 8 A.M. to 5 P.M. Monday through Friday. Richard seconded the motion. A record will be kept of any complaints received.

#### NEW BUSINESS

Bill Dunham, Attorney, reviewed with the Board the open door meeting policy done by the law of the State and the need to officially adopt new regulations at this meeting. Richard motioned that this be done - seconded by Walt.

How to Vote in MD pamphlets distributed to Board Members to place wherever they would like. According to Marvin Meyn at SABEL there are no restrictions as to where these can be placed.

Jean advised the Board that our quota of the Ross Perot petitions have been verified.

Comments on the recent MAEO meeting: Oscar felt it was too rushed. Jean was happy to know that it will only be necessary to count those write-in votes of filed candidates only. Walter suggested that the staff look over "Using The Telephone Effectively" booklet.

Oscar stated that the summer picnic can again be held at his daughter's home. Date set for August 31.

Richard asked if there was a policy on who gets paid mileage when driving to meetings. There not being a policy at this time, after discussion Richard motioned that Don Smith be paid for driving to Turf Valley - seconded by Walt. The Board encourages persons attending meetings to use as few cars as possible to curtail mileage expense. It was decided that in the future if it is necessary that a person drive alone for personal reasons, it must be cleared through the Board as to whether or not he will be paid mileage.

The next meeting will be held on August 11, 1992, at 2:30 P.M.

At 3:45 P.M., Walter motioned and Richard seconded to close the meeting.

Respectfully submitted,  
*Dorothy M. Kaetzal*  
Dorothy M. Kaetzal  
Election Registrar