



**SPECIAL SESSION
MINUTES**

**WASHINGTON COUNTY BOARD OF ELECTIONS
February 8, 2024
17718 Virginia Avenue
Hagerstown, MD 21740
240-313-2050**

Present:

Board:

Tammy Downin, President
Kandace Carpenter, Vice President
Donna Brightman, Board Secretary
Nancy Armstrong, Assistant Secretary (by phone)
Claudia Martin, Member (by phone)
Brian Kane, Board Attorney (by phone)

Staff:

Barry Jackson, Election Director II
Teresa Morningstar, Election Deputy Director II
Sarah Hall, Election Program Specialist I

Absent:

None

Guest:

President Tammy Downin called the meeting to order at 5:00pm at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. There was a quorum present.

Declaration of Quorum Present:

President Tammy Downin declared that a quorum was present.

Recess and Opening of Executive Session:

President Tammy Downin called for a motion to recess the Special Board Meeting and open the Executive Session. Claudia Martin made a motion at 5:00pm to go into Executive Session. Kandace Carpenter seconded, and the motion carried unanimously.

SUMMARY OF CLOSED SESSION HELD ON February 8, 2024

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 5:01pm

Place (location) of closed session: Election Center 17718 Virginia Avenue, Hagerstown, MD 21740.

Purpose of the closed session: (7) To consult with counsel to obtain legal advice; and (8) consult with staff, consultants, or other individuals about pending or potential litigation.

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Tammy Downin, Kandace Carpenter, Donna Brightman, Nancy Armstrong, Claudia Martin

Members opposed: None

Abstaining: None

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Topic #1: § 3-305(b) (7) Topic #2: § 3-305(b) (8) Topic #3: § 3-305(b) ()
 (add others as needed)

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#1: Pending Litigation	Tammy Downin, Kandace Carpenter, Donna Brightman, Nancy Armstrong (by phone), Claudia Martin (by phone), Barry Jackson, Teresa Morningstar, Brian Kane (by phone), Sarah Hall	None
#2 Pending Litigation	Tammy Downin, Kandace Carpenter, Donna Brightman, Nancy Armstrong (by phone), Claudia Martin (by phone), Barry Jackson, Teresa Morningstar, Brian Kane (by phone), Sarah Hall	None

After the discussion was completed, Claudia Martin made a motion to adjourn Executive Session and return to Special Session at 6:04pm. Kandace Carpenter seconded, and all parties voted aye.

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Tammy Downin called to reconvene the Special Meeting at 6:04pm.
Donna Brightman and Tammy Downin wished Claudia Martin a Happy Birthday!

Adjournment:


Tammy Downin called for a motion to adjourn the Special Session meeting. Kandace Carpenter made a motion to adjourn the Special Session at 6:05pm. Claudia Martin seconded, and all parties voted aye. The motion passed and the Special Meeting concluded at 6:05pm.

Compiled by Sarah Hall
Election Program Specialist I

Respectfully Submitted,

 3/12/24

Tammy Downin, President Date

 3/12/24

Donna Brightman, Secretary Date