

September 13, 2011
Baltimore County Elections Board Meeting
106 Bloomsbury Avenue
Baltimore, MD 21228

ATTENDEES:

Bruce Harris	President
Leronia Josey	Vice President
Joseph Karey	Secretary
Timothy Hickman	Substitute Board Member
Marjorie Neuman	Substitute Board Member
Justin King	Board Counsel
Katie Brown	Director
Nancy Stratton	Administrative Officer
Diana Moran	Election Supervisor

ABSENT: Rena' Waggoner Deputy Director

GUEST: none

DECLARATION OF QUORUM PRESENT

Mr. Harris called the meeting to order at 9:58 a.m.

APPROVAL OF THE AUGUST 2, 2011 BOARD MEETING MINUTES

Mr. Karey made a motion to approve the minutes and Ms. Josey seconded the motion. The minutes of the August 2, 2011 board meeting were approved unanimously.

ADDITIONS TO THE AGENDA

Mr. Harris suggested adding Board of Canvassers to the agenda.

DIRECTOR'S REPORT

1. Absentee & Street Maintenance Description

Diana Moran gave a brief description and overview of the Absentee & Street Maintenance Department and processes. A PowerPoint presentation was provided.

Personnel

The three new staff members were sworn in by Mr. Harris. Ms. Brown reported that interviews will be held the week of September 19th to fill the open Election Data Application Specialist II position. The other two open positions will be filled at a later date.

2. Meetings, Important Dates and Correspondence

At the request of the County Executive Ms. Brown is in the process of writing a memo to provide a fiscal note detailing the impact of adding and splitting precincts. She shared an early draft with the Board

The Registrar and County Bulletin was provided in Board Member folder. Ms. Brown will supply members with updated material at monthly meetings, unless urgent

Legislative District 11 Delegation letter concerning The Villages at Woodholme and redistricting.

August 3rd - Supervisors meeting for department updates

August 11th - met with Matt Carpenter concerning temporary election help

August 12th - MAEO Board meeting

August 19th - met with Baltimore County OIT concerning election night reporting

August 24th - met with Baltimore County OIT concerning election night reporting

August 30th - Supervisors meeting for department updates and changes

August 31st - met with Carroll County concerning Eventbrite setup and use for Judge Training classes

3. Work/Staff Status

Ms. Brown reported/informed that daily work is in good shape.

BOARD COUNSEL REPORT

Mr. King informed the Board that all paperwork and conditions required by the County for payment as serving as Board Counsel has been completed.

OLD BUSINESS

1. **Early Voting** – Ms. Brown Informed the Board that use of the Ruhl Armory to replace Towson University was not approved by SBE. Will work with Towson University to keep use of their facility. Seven Oaks Senior Center will not fit our needs as replacement for Honeygo Community Center. Will request use of larger room and keep Honeygo location.
2. **Election Night** – Ms. Brown reported that County OIT is working with us to find alternative methods of gathering vote totals from ‘Regional Sites’. Scheduling a meeting with SBE to go over possible plan using State network that is already in place. Mr. Hickman suggested keeping present method in place for back-up.
3. **By-Laws** – table for October meeting and clarification on Board of Canvassers. Mr. King to research.

NEW BUSINESS

1. **Meeting Day and Time** – All members agreed to change the day of all future meetings to the 2nd Thursday of the month at 9:45 am.
2. **Board of Canvassers** – Mr. Harris asked that Mr. King clarify the who and what of the Board and the Board of Canvassers regarding members – regular and substitute.

ADJOURNMENT

Mr. Harris indicated the next meeting to be held on Thursday, October 13, 2011 at 9:45 am and called for adjournment. The motion was made by Ms. Josey, and seconded by Mr. Karey. Unanimously approved, the meeting adjourned at 12:00 pm.

Respectfully submitted,

Bruce Harris

Joseph Karey

Leronia Josey