

**MINUTES**

**April 10, 2014**

Baltimore County Board of Elections  
Board Meeting  
106 Bloomsbury Avenue  
Baltimore, Maryland 21228

**ATTENDEES:**

Bruce Harris	President
Leronia Josey	Vice President
Joseph Karey	Secretary
Jeanne Turnock	Substitute Board Member
Timothy Hickman	Substitute Board Member
Andrew Bailey	Board Counsel
Katie A. Brown	Director
Rena' Waggoner	Deputy Director
Ruie Marie Lavoie	Administrative Officer

**GUESTS:** Russell Hicks, Regional Manager, State Board of Elections

**DECLARATION OF QUORUM PRESENT**

Bruce Harris called the Meeting to order at 10:00 am.

**ADDITIONS AND OR CHANGES TO THE AGENDA**

No additions or changes.

**APPROVAL OF MARCH 13, 2014 BOARD MEETING MINUTES**

Leronia Josey made a motion to approve the Minutes as written. On a second by Joseph Karey, the Minutes of the March 13, 2014 Board meeting were unanimously approved as written.

**DIRECTOR'S REPORT**

**1. Meetings, Important Dates and Correspondence:**

- **League of Women Voters** – March 19, 2014, Katie Brown met to discuss the polling place survey and possible training dates. Specialized training will be provided on May 9, 2014 and May 19, 2014.
- **New Office Site Visit** – April 8, 2014, Katie Brown and Rena' Waggoner met with the County to discuss the new office location and proposed plans.
- **Uptown Press** – April 9, 2014, Katie Brown and Rena' Waggoner met to discuss printing the specimen ballot.

**2. Important Dates & Upcoming Meetings:**

- **Equipment Transportation** – April 16, 2014, Katie Brown and Rena' Waggoner will meet with Russell Hicks, Signature Space, The Kane Company, and Broadway Transport Services concerning equipment delivery and return services.

- **Directors' Call** – April 17, 2014, Katie Brown and Rena' Waggoner to attend by conference call.
  - **MAEO Board Meeting** – April 25, 2014 at 10:00 am in the Wicomico Board of Election office.
  - **2015 Budget Hearing** – May 1, 2014 at 2:00 pm. Mr. Harris will advise Ms. Brown if he is able to attend Hearing.
3. **Work/Staff Status** - Work is current and preparations for the 2014 Gubernatorial Election continue. Temporary Election Staff began working March 1, 2014 and April 1, 2014. All new employees were sworn in prior to the Board meeting.
- **Judge Hiring/Training** – Approximately 400 judges are still needed. Recruitment efforts in progress. First Early Voting class to be held April 12, 2014.
  - **Poll Book and Touch Screen** – Preparations in progress.
  - **Election Data Application Specialist II positions** – Four (4) open positions are now filled. Two (2) Reclassification requests are pending completion by State Board.
  - **Candidates** – Posted List is current.
4. **Correspondence** – No action required.
5. **Board Folders** – Agenda, Minutes of 3/13/14, Monthly STAT Report, Election Administration Reports dated 03/17/14, 03/31/14 and Regional Manager Responsibilities.
6. **Electronically Provided to Board** – County Bulletins dated 03/21/14 and 04/04/14 and Registrars dated 03/14/14 and 03/28/14.

## BOARD COUNSEL REPORT

1. **Petition Referendum (Council Bill 54-12 and 58-12)** – Andrew Bailey reported the Court of Appeals denied the direct appeal. The Motion to accelerate the hearing process was also denied. The earliest date with the Court of Special Appeals should be in the fall.

## OLD BUSINESS

**Counsel/Board Compensation & Membership** – Ms. Brown provided an updated Board Member Salary Survey and Membership. The Board agreed to recommend salary increases as follows: raise the Substitute Members' salary from \$100 per day/meeting to \$200 per day/meeting; and raise the Board Counsel salary from \$3,925 to \$6,000 per year. The Board President and Director will send a letter to the County Executive requesting the increase, effective July 1, 2014.

1. **2015 Budget** – Budget Hearing before the County Council is scheduled for May 1, 2014. Minor cuts to the proposed budget were made by County Budget Analyst.
2. **Office Move** – Target office move date is February 15, 2015. Office address is 11114 Gilroy Road, Hunt Valley. Office Planners provided several plans and after review, Ms. Brown requested changes in an effort to best accommodate her staff.
3. **MAEO Conference** – The Board discussed the March conference and found the subject matter very useful.

## NEW BUSINESS

1. **REGIONAL MANAGER** – Russell Hicks provided the Board with copies of the most recent Regional Manager Roles and Responsibilities. He explained there have been significant changes in the Regional Manager role since the inception of the position. Mr. Hicks outlined the purpose of a Regional Manager and a conversation was held regarding current involvement verses desired level of involvement. Questions were asked and answered. Mr. Harris and the Board thanked Mr. Hicks for attending.

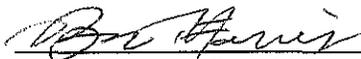
## NEXT MEETING

Mr. Harris announced the next meeting will be held on Thursday, May 8, 2014 at 9:45 am.

## ADJOURNMENT

There being no further business, a Motion to adjourn was made by Joseph Karey, and on a Second by Leronia Josey, the Board unanimously adjourned the Meeting at 11:45 am.

Respectfully submitted,

  
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**Bruce Harris, President**

  
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**Leronia Josey, Vice President**

  
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**Joseph Karey, Secretary**  
*Jeanne Turnock, Substitute Board Member*

Approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2014.