

BALTIMORE COUNTY BOARD OF ELECTIONS

106 Bloomsbury Avenue, Catonsville, MD 21228

MINUTES

June 3, 2015

ATTENDEES:	Paul Lubell	President
	Bruce Robinson	Vice President
	Bruce Harris	Secretary
	Leronia Josey	Substitute Board Member
	Beverly Goldstein	Substitute Board Member
	Andrew Bailey	Board Counsel
	Katie A. Brown	Director
	Rena' Waggoner	Deputy Director
	Ruie Marie Lavoie	Administrative Officer
	Julie Ensor	Clerk of the Circuit Court for Baltimore County
	Fran Harris	Guest

ABSENT: Nancy Stratton Administrative Officer

CONFIRMATION OF OATH

Julie Ensor, Clerk of the Circuit Court for Baltimore County, administered and recorded the oath of each Member and Substitute Member of the Board of Elections at 10:02 am on Wednesday, June 3, 2015. Ms. Ensor also administered and recorded the oath of the Board Counsel, Andrew Bailey, on the same date.

The Board thanked Ms. Ensor and she excused herself.

DECLARATION OF QUORUM PRESENT

The meeting of the Board began at 10:25 am on Wednesday, June 3, 2015 at the office of the Baltimore County Board of Elections located on the 3rd floor of the Bloomsbury Community Center at 106 Bloomsbury Avenue in Catonsville, Maryland. There was a quorum of the Board, and at least one member of the Board who is a registered voter of the principal minority party was present.

PUBLIC NOTICE OF MEETING

Katie Brown, Director, noted that public notice of this meeting was given and that the notice was provided by posting the meeting information in the main lobby of the Baltimore County Election office and on the Baltimore County Election website.

ELECTION OF OFFICERS

A call for nominations from the floor for Board offices was made. Two (2) self-nominations were made for the office of President: Bruce Robinson and Paul Lubell. Each nominee was given the opportunity to speak and provide background and experience information. The results of the vote were two (2) in favor of Paul Lubell for President and one (1) in favor of Bruce Robinson for President. Mr. Lubell will serve as President of the Board of Elections. Bruce Harris nominated Bruce Robinson for the office of Vice President and himself for the office of Secretary. The Board unanimously agreed Mr. Robinson will serve as Vice President and Mr. Harris will serve as Secretary.

ADDITIONS AND OR CHANGES TO THE AGENDA

Mr. Lubell asked for changes or additions to the Agenda. This meeting is being held for specific purposes as outlined. There were no changes or additions.

APPROVAL OF BOARD MEETING MINUTES

The Minutes from the May 14, 2015 Board meeting were provided to the incoming Board for review prior to this meeting. The Minutes were again reviewed. After discussion, Bruce Robinson motioned to file the minutes as a "record only" of the meeting because the current Board was not in office during the May 14, 2015 meeting. Andrew Bailey indicated that the minutes were reviewed by all past and current Board members who were also present during the May 14, 2105 meeting. After further discussion, with no second, the Motion failed.

Paul Lubell made a Motion to approve the Minutes from the May 14, 2015 Board meeting as written. Bruce Harris seconded the Motion. Motion favorable by a vote of two (2) for and one (1) opposed. The Motion carried and the Minutes of the May 14, 2015 Board Meeting were approved as written.

DIRECTOR'S REPORT

Each Board member was provided with the Registration and Election Laws of Maryland. Katie Brown also provided each Board member with a notebook containing the Baltimore County Board of Elections Bylaws, Duties of the Board of Directors, Maryland Ethics, Ethics form, 2016 Election Dates with Board presence required indicated, 2016 Election Calendar, and the Office Policy and Procedure Handbook.

Ms. Brown outlined information provided to the Board at every Board meeting. For this meeting, the following was included: Meeting Agenda, May 14, 2015 draft Board Meeting Minutes, Board Successes from 2011 through 2015, Monthly Statistics Report, Election Administration Reports, MAEO Conference Agenda and a Legislative update report.

Currently, all County Bulletins, Registrars and Directors' Call Minutes received from State Board of Elections are sent to the Board electronically throughout the month. Ms. Brown asked each Board member their preference in receiving these items, by email or hard copy. Paul Lubell and Beverly Goldstein opted to receive a hard copy of all materials. Bruce Robinson, Bruce Harris, Leronia Josey and Andrew Bailey will receive this information electronically.

BOARD COUNSEL REPORT

The Board discussed the current terms of the Attorney contract. The renewal contract should be put in place as soon as possible. An electronic copy will be provided to the Board for their review. Approval should take place at the next meeting. The Board thanked Andrew Bailey for his excellent service and contributions to the election office during the past four (4) years

OLD BUSINESS

Office Move – Katie Brown reported that all Departments are packing for move tentatively scheduled to take place between September 1, 2015 and September 15, 2015. Ms. Brown explained that Baltimore County Public Schools has taken possession of the first and second floors to begin construction. The main entrance has been relocated to the freight elevator side of the building and that entrance will be made handicapped accessible. Ms. Brown currently attends bi-weekly construction meetings at the new office location.

MAEO/SBE Biennial Conference – Discussion held regarding the conference. All Board members are members of the Maryland Association of Election Officials.

NEW BUSINESS

Board Meetings – Discussion held regarding monthly meeting dates and times. It was determined the Board meetings will be held on the fourth Thursday of each month at 9:00 am in the office of the Baltimore County Board of Elections. Therefore, the next meeting will be held on June 25, 2015. Notice will be provided.

ADJOURNMENT

There being no further business, a Motion to adjourn was made by Bruce Harris and on a second by Paul Lubell, the Board unanimously agreed to adjourn the Meeting at 11:12 am.

Respectfully submitted,



Paul Lubell, President



Bruce Robinson, Vice President



Bruce Harris, Secretary

Approved this _____ day of _____, 2015.