

**BOARD MEMBERS**

THOMAS M. CORKRAN  
PRESIDENT

RALPH C. LEWIS JR.  
VICE-PRESIDENT

WILLIAM E. BATSON  
SECRETARY

ROBIN A. CONNOLLY  
BOARD MEMBER



**DORCHESTER COUNTY  
BOARD OF ELECTIONS**

GWENDOLYN H. DALES  
ELECTION DIRECTOR

BRITTANY M. PHILLIPS  
ELECTION PROGRAM ASSISTANT

JESSICA R. NORANBROCK  
ELECTION PROGRAM ASSISTANT

KIMBERLY K. JONES  
ELECTION PROGRAM IT SPECIALIST II

SLOANE P. HURLEY  
ELECTION PROGRAM ASSISTANT

HUBERT H. WRIGHT, IV  
ATTORNEY

**ATTENDEES:** Thomas M. Corkran, President  
Ralph C. Lewis, Vice-President  
William Batson, Secretary  
Robin Connolly, Member  
Hubert H. Wright, IV, Attorney

Gwendolyn H. Dales, Election Director  
Jessica Noranbrock, Election Asst.

**ABSENT:** None

**GUESTS:** Emma Pinkett, guest.

***MINUTES OF BOARD MEETING March 28, 2023***

**Call to Order and Determine Quorum:**

President Corkran called the meeting to order at 10:00 AM; quorum was determined.

**Welcome any Guests:**

Mr. Corkran welcomed Ms. Emma Pinkett. Ms. Pinkett came to observe the meeting because she has been appointed as a new member of the Board beginning in the new term.

**Report any Board or Staff Absences:**

None.

**Additions to Agenda:**

Director Dales mentioned that a staff member is now out on maternity leave, and another staff member would be out on maternity leave in May.

**Approval of Minutes:**

• **12.27.22 Minutes**

Mr. Batson motioned to approve the minutes, seconded by Mr. Lewis. The minutes were approved.

**Election Director's Report:**

• **Budget: FY2023 –December 2022, January & February 2023 year/date/monthly expenditures**

Director Dales distributed the monthly budgets.

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**Old Business:**

- **Manual Audit Feb 8<sup>th</sup> & 9<sup>th</sup> Results – 100% Verification**  
Director Dales explained that there were no discrepancies found during the manual audit.
- **New Warehouse Space Update**  
Director Dales presented a copy of the signed contract for the warehouse space located at 1000 Goodwill Ave. in Cambridge. Equipment and supplies will be moved from the old warehouse to the new one on Thursday, April 6, 2023. The office has procured the services of the moving company that is certified to move the voting equipment.

Ms. Dales informed the Board that she met with the County Manager and a consultant the day prior to discuss the proposed FY2024 budget. At the budget meeting, Ms. Dales explained the 50% reimbursement from the State for warehouse space. The County Manager mentioned the proposal of a new office space for the Election Office.

**New Business:**

- **2022 Gubernatorial Audit Findings & Response**  
Director Dales presented the audit findings from SBE and the response. She explained that there were only a few minor findings, such as not using the most up-to-date form for some of the polling place evaluations, and evaluators not answering all questions on the forms. Mrs. Noranbrock mentioned that the same day registration portion of the form does not provide an option for “NA” like the provisional section. In Dorchester, we didn’t have many same day registrations throughout the county. Most of the evaluators were unable to witness one of those transactions at the polling places they visited, and therefore couldn’t answer the questions about a same day registration transaction.

Mr. Corkran and Ms. Dales signed the response, which will be forwarded to SBE.

- **Legislative Update**  
Director Dales went over HB1200 – Election Judge Compensation. She informed the board that if this bill passes it will make a significant impact to our budget. Mrs. Noranbrock explained a couple of other election-related bills that may pass this session.

**FYI:**

- **MAEO Conference May 14<sup>th</sup> – 19<sup>th</sup>**  
Director Dales provided some information and a tentative agenda for the conference. Mr. Corkran asked when they needed to check-in. Ms. Dales said that certain events start Sunday, but that they can arrive Monday if they prefer, and to just let us know so we can change the hotel reservations. Mr. Corkran and Mr. Lewis said they would prefer to check-in on Monday.

Mr. Corkran asked if the new incoming board members beginning in June could attend the conference. Ms. Dales said they could but it wouldn’t be paid for by the county. The person would have to pay for their registration themselves, and she wasn’t sure how much they would have access to, not being members of MAEO, yet

**ACTION:** Update Mr. Corkran and Mr. Lewis' hotel reservations to Monday, May 15<sup>th</sup>.

- **Hurlock Election @ Elementary School – Nov. 4<sup>th</sup> 2023**  
Director Dales informed the board that the 2023 Hurlock Municipal Election would be held at the elementary school, instead of the fire hall, on Saturday, November 4, 2023.
- **City of Cambridge Special Election – Update**  
Director Dales had a discussion with the City Manager and informed the Board that the City Commissioners have not called for the election, yet. She told the City Manager that we would be able to administer their special election June. Since that conversation, Ms. Dales spoke with our Regional Manager, Paula Paschall, and was told that the State has to have all the paperwork to begin preparing for a special election at least 60 days prior to election day. In the City's charter, if the Commissioners call for a special election, the election is supposed to be held 45 days later. Ms. Dales left the City Manager a voicemail explaining this conflict, but had not heard back from him as of this meeting.

Mr. Corkran asked if the City had changed their charter so that we could administer their regular elections. Ms. Dales explained that during our discussion with the City Manager, we told him we would be able to administer their regular elections off-election years for us, between Gubernatorial and Presidential Elections.

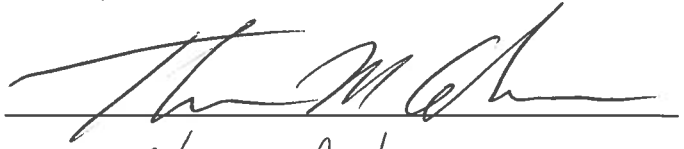
**Confirmation of Next Meeting:**

The next Board Meeting will be held on Tuesday, April 25, 2023, at 10:00 AM, at the Dorchester County Office Building, 501 Court Lane, Room 110.

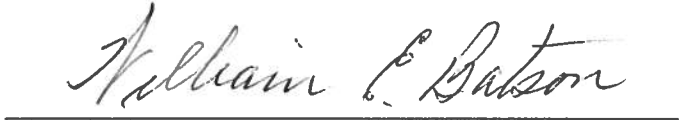
**Adjournment:**

Mr. Batson motioned to adjourn, seconded by Mr. Lewis. The meeting adjourned at 10:49 AM.

**APPROVED:**

  
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