

**BOARD MEMBERS**

THOMAS M. CORKRAN  
PRESIDENT

RALPH C. LEWIS JR.  
VICE-PRESIDENT

EMMA D. PINKETT  
SECRETARY

WILLIAM J. BISHOP  
BOARD MEMBER

EMORY E. TAMPLIN  
BOARD MEMBER



**DORCHESTER COUNTY  
BOARD OF ELECTIONS**

TATIANA N. RENDELL  
ATTORNEY

GWENDOLYN H. DALES  
ELECTION DIRECTOR

BRITTANY M. PHILLIPS  
ELECTION PROGRAM ASSISTANT

JESSICA R. NORANBROCK  
ELECTION PROGRAM ASSISTANT

KIMBERLY K. JONES  
ELECTION PROGRAM MANAGER

SLOANE P. HURLEY  
ELECTION PROGRAM ASSISTANT

**ATTENDEES:** Thomas M. Corkran, President  
Ralph C. Lewis, Vice President  
Emma D. Pinkett, Secretary  
William J. Bishop, Member  
Emory E. Tamplin, Member

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

**ABSENT:** Tatiana N. Rendell, Attorney

**GUESTS:** Amy Craig, Clerk of the Court  
Rev. Dr. Charles Pinkett, Sr.  
Ms. Rian White  
Mr. William Batson

***MINUTES OF BOARD MEETING June 13, 2023***

**Call to Order and Determine Quorum:**

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

**Welcome any Guests:**

Mr. Corkran welcomed Amy Craig, Clerk of the Court, Rev. Dr. Charles Pinkett, Sr., Ms. Rian White, and Mr. William Batson.

**Report any Board or Staff Absences:**

Tatiana N. Rendell, Attorney

**Swearing in of the New Board:**

Amy Craig, Clerk of the Court, administered the Oath of Office to the new Board. All Board Members were sworn in.

**Additions to Agenda:**

Director Dales added the new attorney contract to end, after "New Business".

**Approval of Minutes:**

- **April 25, 2023 Minutes**
  - Mr. Corkran motioned to approve the minutes, seconded by Mr. Lewis. The minutes were approved.
- **May 25, 2023 Minutes**
  - Mr. Corkran motioned to approve the minutes, seconded by Mr. Lewis. The minutes were approved.

**Election Director's Report:**

- **Budget: FY2023 –April & May 2023 year/date/monthly expenditures**  
Director Dales distributed the monthly budget(s).

**Old Business:**

- **Passed Legislation**  
Director Dales provided the Legislative Summary to the new Board and explained that HB1200 is the biggest bill affecting us financially. This bill increases election judge pay.
- **Update – Approved FY2024 Budget**  
Director Dales distributed the office approval from the County. The approved FY24 budget is \$1,077,409.00. Ms. Dales gave the new Board members some background on the warehouse moves.

**New Business:**

- **Election of Officers**  
Mr. Lewis nominated Mr. Corkran as President, seconded by Mrs. Pinkett, vote passed unanimously. Mr. Corkran nominated Mr. Lewis as Vice-President, seconded by Mr. Tamplin, vote passed unanimously. Mr. Corkran nominated Mrs. Pinkett as Secretary, seconded by Mr. Lewis, vote passed unanimously.
- **Dorchester County Board of Elections Bylaws**  
Director Dales distributed a copy of the previous Board bylaws and the State template. Ms. Dales mentioned that typically things like the meeting date or time may be changed. Mr. Corkran suggested they go over the bylaws at the next Board Meeting with the attorney present. Mr. Corkran mentioned that there was a change made to number six (6) on page six (6) with the former Board that needed to be updated in the new bylaws.
- **Open Meetings Act and Board Training**  
Director Dales explained that at least one (1) Board Member should take the Open Meetings Act Training. Mrs. Pinkett and Mr. Bishop volunteered to complete the training. Ms. Dales also mentioned that all Board Members must complete a financial disclosure every year.  
**ACTION:** Staff will send Mrs. Pinkett and Mr. Bishop the link to the training website.

**FYI:**

• **New Board Members Documents**

Director Dales distributed new Member documents and the 2024 election calendar. Mr. Bishop asked if the timeline for the Primary and General are the same. Ms. Dales explained there are similar steps in how we prepare for each election. In a Primary election only Democratic and Republican voters may vote; whereas, in the General any registered voter with any affiliation may vote.

• **Mandatory SBE Biennial – October 19<sup>th</sup> Annapolis, MD**

Director Dales informed the Board that the mandatory SBE Biennial would be on October 19<sup>th</sup> in Annapolis. Ms. Dales asked that if anyone was not able to attend to let staff know so that an exemption can be requested from SBE.

**Addition(s) to the Agenda:**

Director Dales distributed the attorney agreement required by the State. President Corkran asked Mr. Tamplin if the section regarding the rate for performing other functions not listed in the agreement seemed fair to him. Mr. Tamplin agreed the amount seemed fair. Mr. Bishop asked if anyone knew what she normally bills, but also said that the amount seemed reasonable to him. Mr. Corkran suggested they table the agreement until the next meeting when the attorney is present. Mr. Lewis asked if there was any back up of work for the attorney. Ms. Dales said there wasn't a lot. Mr. Corkran then said that if the attorney found the rate agreeable then the to go with it. Ms. Dales said she will reach out to her and the Board will look at the bylaws and agreement at the next meeting. Ms. Dales mentioned that there is no contingency in our budget for unexpected legal fees, and that should be included in future budgets.

**ACTION:** Director Dales will get in contact with the attorney regarding the agreement.

**Closed Session – Personnel:**

Mr. Corkran made a motion to go into a closed session, seconded by Mrs. Pinkett. The Board went into a closed session at 10:53 AM. The regular meeting resumed at 11:30 AM.

**Public Comment Following Closed Session:**

The Board went into closed session to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals.

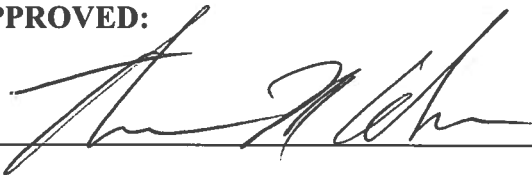
**Confirmation of Next Meeting:**

The next board meeting is scheduled for Tuesday, July 25, 2023 at 10:00 AM, in Room 110 of the Dorchester County Office Building, 501 Court Lane, Cambridge, MD 21613.

**Adjournment:**

Mr. Lewis motioned to adjourn, seconded by Mrs. Bishop. The meeting adjourned at 11:38 AM.

APPROVED:

  
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Emma Pinkett  
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Rhonda Lipp  
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William Bishop  
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Erin C. Tompkins  
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