

BOARD MEMBERS

MICHAEL W. DETMER
PRESIDENT

THOMAS M. CORKRAN
VICE PRESIDENT

RALPH C. LEWIS JR.
SECRETARY

WILLIAM E. BATSON
BOARD MEMBER

ROBIN A. WILLEY
BOARD MEMBER



**DORCHESTER COUNTY
BOARD OF ELECTIONS**

HUBERT H. WRIGHT, IV
ATTORNEY

GWENDOLYN H. DALES
ELECTION DIRECTOR

BRITTANY M. PHILLIPS
DATA APPLICATION SPECIALIST

JESSICA R. NORANBROCK
DATA APPLICATION SPECIALIST

KIMBERLY K. JONES
ELECTION INFORMATION
SYSTEMS SPECIALIST

SLOANE P. HURLEY
DATA APPLICATION SPECIALIST

ATTENDEES: Michael W. Detmer, President
Thomas M. Corkran, Vice President
Ralph C. Lewis, Secretary
William E. Batson, Substitute
Robin A. Willey, Substitute
Hubert H. Wright, IV, Attorney

Gwendolyn H. Dales, Election Director
Jessica Noranbrock, Data Apps. II

ABSENT: None

GUESTS: None

MINUTES OF BOARD MEETING November 19, 2019

Prayer recited by Mr. Batson.

Call to Order and Determine Quorum:

President Detmer called the meeting to order at 5:31 PM; quorum was determined.

Welcome any Guests:

None

Report any Board or Staff Absences:

None

Approval of Minutes:

September 24, 2019 Minutes – Mr. Lewis motioned to approve the minutes, seconded by Mr. Corkran, approved.

Additions to Agenda:

Director Dales would like to update the Board on carpet renovations.

President Detmer would like to discuss changing the meeting time for the next Board Meeting.

Election Director's Report:

- **Budget: FY 2020– September & October 2019 year/date/monthly expenditures.**
Director Dales distributed the monthly budget.

Old Business:

- **No Electioneering Zone Comparison**
Director Dales provided the Board with an alternate version of the no electioneering zone maps. This version was more zoomed in and included a semi-circle that just encased the outside of the polling place, as Mr. Detmer had suggested at the September 24, 2019 Board Meeting. Mr. Detmer approved, the website will be updated with the new maps.
ACTION: Update website with new maps.
- **Bradford House Update**
Director Dales informed the Board we looked into the status of the facility with City Planning and Zoning. The Bradford House is zoned as a residential intermediate care facility. We can include them in the Nursing Home and Assisted Living Absentee Program. We would contact them and mail them absentee information. Ms. Dales said she thinks it would behoove us to see if they would like us to mail them information. Mr. Corkran said we should table the issue to see what the State says.

Mr. Detmer would like us to find out what places in Dorchester County are zoned similarly as intermediate care facilities. Ms. Dales informed the Board there are other places in Dorchester County that we reach out to. We initially just went to the City about this particular facility in regards to the upcoming City election. Brittany can attend the next Board Meeting with the requested information.

Mr. Lewis would like to table this discussion to explore it further. Mr. Detmer applauded the staff for being so proactive.

ACTION: Consult SBE about the Bradford House, research other possible “intermediate care facilities” in Dorchester County

- **Cambridge Election Update**
Director Dales provided the Board with a letter from the Cambridge City Manager stating they will be using a third-party vendor to administer their 2020 election. Ms. Dales informed the Board that it would be up to them if the City were to come to us in the future about us returning to administer their elections.
- **St. Paul's Church Election Site Cost Update**
Director Dales reminded the Board that during the last election, in 2018, the Board negotiated with St. Paul's the cost of using their church hall for the election, just for 2018. According to St. Pauls' minutes, the Board was supposed to go back to re-negotiate the cost in January of 2019 for the 2020 election cycle. Since the Board did not do this, they are charging us \$500, which is more than the \$250 we paid in 2018, but less than the \$650 they would normally charge non-members.

Mr. Detmer would like to get on St. Pauls' next meeting agenda to discuss the cost of using their hall for elections.

ACTION: Contact St. Paul's Church and request to be placed on their next meeting agenda.

New Business:

- **Closed Session – Homeland Security Results Discussion**

The regular meeting was closed by Mr. Detmer, Mr. Batson seconded, the meeting went into a closed session at 6:09 PM.

The regular meeting resumed at 6:35 PM

FYI:

- **2020 Election Judge Training Schedule**

Director Dales informed the Board the training will be held in Room #209, which will be nice because we won't have to break down all the equipment and set it back up each day like we've had to do in the past. The classes will have to be smaller due to the smaller room. Mr. Detmer said we have outgrown this building.

- **CSD Gym – No AC**

Director Dales informed the Board we followed up and the reason we can't use the gym at the CSD High School is because there is no air conditioning. Even though we are only moving the polling place from the commons area to the cafeteria, we are still obligated to mail each voter affected a new voter notification card.

- **Winter Conferences**

Directors Dales provided the Board with the agendas for the upcoming winter conferences she will be attending. Ms. Dales informed the Board that it would be nice to have conversations with other County officials about subjects other than our budget.

Additions to the Agenda:

- **Carpet Renovation**

Director Dales informed the Board the Regional Manager would be in the office Wednesday, November 20, 2019, to disconnect the Electionware servers and staff members' computers. Phones will be disconnected and the office will be closed the rest of the week for the carpet renovation.

- **President Detmer would like to change the meeting day/time for the next Board Meeting**

Mr. Detmer informed the Board he is now working as a writer for the Dorchester Star and is available during the day, any day.

- **Mr. Lewis would like to discuss a budget review**

Mr. Lewis asked if we would be providing a budget review for the central committees like we did last year. Director Dales said we can prepare a PowerPoint once the Board

approves the budget, and invite the central committees to attend the February Board Meeting for a budget review.

Public Comment:

None

Confirmation of Next Meeting:

The next meeting will be held in Room #209, County Office Building on Tuesday, December 20th, 2019 at 10:00 AM.

Adjournment:

Ms. Willey motioned to adjourn the meeting, seconded by Mr. Corkran. The meeting adjourned at 6:53 PM.

APPROVED:

Michael Detmer

Thomas M. Allen

Rhonda C. Lutz

Robin Willy

William E. Watson

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