

**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  
ELECTION PROGRAM ASSISTANT

JESSICA R. NORANBROCK  
ELECTION PROGRAM ASSISTANT

KIMBERLY K. JONES  
ELECTION PROGRAM IT SPECIALIST II

SLOANE P. HURLEY  
ELECTION PROGRAM ASSISTANT

**ATTENDEES:** Michael W. Detmer, President  
Thomas M. Corkran, Vice President  
Ralph C. Lewis, Secretary  
William Batson, Member  
Hubert H. Wright, IV, Attorney

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

**ABSENT:** Robin Willey, Member

**GUESTS:** None

***MINUTES OF BOARD MEETING December 22, 2020***

**Call to Order and Determine Quorum:**

President Detmer called the meeting to order at 10:11 AM; quorum was determined.

**Welcome any Guests:**

None

**Report any Board or Staff Absences:**

Robin Willey, Board Member

**Additions to Agenda:**

None

**Approval of Minutes:**

- **10.22.20 Minutes**

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

**Election Director's Report:**

- **Budget: FY2021 – October and November 2020 year/date/monthly expenditures**  
Director Dales presented the monthly budget.

**Old Business:**

- **Convene as Board of Canvassers**

Mr. Corkran made a motion to convene as the Board of Canvasser, seconded by Mr. Lewis. The Board of Canvassers convened at 10:15 AM.

**Approval of 2020 Presidential General Canvass Minutes**

Mr. Lewis motioned to approve the following canvass minutes, seconded by Mr. Batson, and unanimously approved:

- Mail in Ballot 1 Canvass Minutes
- Mail in Ballot 2 Day 1 Canvass Minutes
- Provisional Canvass Minutes
- Mail in Ballot 2 Final Day Canvass Minutes

**Rejection of Ballot(s) Late for Election**

Staff member, Jessica Noranbrock, presented 1 ballot received since certification of the General election. Mr. Corkran motioned to reject the not timely ballots from the General Election, seconded by Mr. Lewis, motion passed.

- **Adjourn as Board of Canvassers**

Mr. Corkran made a motion to adjourn as the Board of Canvassers, seconded by Mr. Batson. The Board of Canvassers adjourned at 10:21 AM.

**New Business:**

- **FY2022 Budget Recommendation (Discussion and Approval)**

Director Dales provided an overview of the FY2022 proposed budget. She informed the Board that new poll books will be coming. Mr. Lewis asked if Ms. Dales was concerned about the County Manager leaving. We had just begun discussions with the County Manager about potentially moving to a new facility right before the COVID-19 pandemic began. Ms. Dales feels this Board had a good relationship with him, and she is hoping to continue having a good relationship with any new County Manager. Everyone here realizes we have outgrown this building; early voting numbers nearly quadrupled in the General Election.

Mr. Corkran asked if the office looked into the old phone company building. Mr. Detmer said he believed that was going to be torn down. Director Dales mentioned that the old ammunitions building would be ideal for an all-encompassing solution. Mr. Corkran said that we don't know exactly what buildings the County owns.

Mr. Detmer asked if there were grants available to fund a new facility. Mr. Detmer mentioned looking into the USDA, and reaching out to our local legislators as potential resources. Ms. Dales said the we can definitely look into those suggestions. Mr. Detmer asked if it would be possible to begin budgeting for a new facility. Ms. Dales agreed that it might be something to begin doing with the FY23 budget, once there has been more

research done and once quotes or estimates have been obtained. Mr. Detmer asked for a motion to allow the office staff to pick back up where they left off with the exploratory process, and to begin having conversations with the County and local legislators. Mr. Lewis made the motion, Mr. Batson seconded the motion, the motion is approved unanimously. **(ACTION)**

Director Dales asked for a motion to approve the proposed Fiscal Year 2022 budget. Mr. Corkran motioned to approve the FY22 budget, seconded by Mr. Batson, approved.

**FYI:**

- **Governor Hogan's Election Hero Proclamation**  
Director Dales distributed a copy of the proclamation to Board Members.
- **Clear Ballot (Ballot Images) Show Zero Discrepancy**  
Director Dales explained the Clear Ballot audit showed zero discrepancies. We had a successful Election.
- **2020 Presidential General Election Business Reply Postage Cost**  
Director Dales explained that business reply postage for the General Election was not budgeted for; however, the State covered 50% of the cost for ballot return postage in the 2020 General Election. 50% of this cost is budgeted for in the approved FY22 budget.
- **Chief Judges Logs – Early Voting and Vote Centers**  
Director Dales presented copies of the Chief Judges Logs from the General Election. Overall, there were no real issues.

**Additions to the Agenda:**

None

**Closed Session – Personnel – Performance Evaluation:**

- Mr. Lewis motioned to go into closed session, seconded by Mr. Corkran. The Board went into closed session at 10:44 AM and resumed the regular meeting at 11:09 AM.

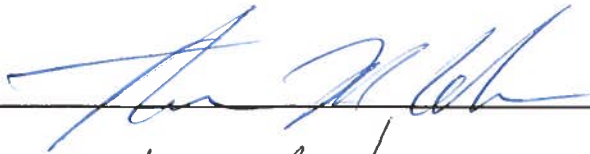
**Confirmation of Next Meeting:**

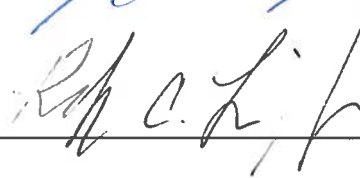
The next board meeting is scheduled for Tuesday, March 23, 2021 at 10:00 AM, in Room 110 of the Dorchester County Office Building, 501 Court Lane, Cambridge, MD 21613.

**Adjournment:**

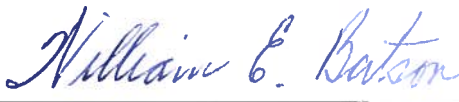
Mr. Batson motioned to adjourn, seconded by Mr. Corkran. The meeting adjourned at 11:14 AM.

**APPROVED:**

  
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