

BOARD MEMBERS

THOMAS M. CORKRAN
PRESIDENT

RALPH C. LEWIS JR.
VICE-PRESIDENT

EMMA D. PINKETT
SECRETARY

WILLIAM J. BISHOP
BOARD MEMBER

EMORY E. TAMPLIN JR.
BOARD MEMBER



**DORCHESTER COUNTY
BOARD OF ELECTIONS**

TATIANA 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
Emma D. Pinkett, Secretary
William J. Bishop, Member
Emory E. Tamplin Jr, Member

Gwendolyn H. Dales, Election Director
Jessica Noranbrock, Election Asst.
Tatiana Rendell, Attorney (virtual)

ABSENT: Ralph C. Lewis Jr, Vice President

GUESTS: None.

MINUTES OF BOARD MEETING December 19, 2023

Call to Order and Determine Quorum:

Mr. Corkran called the meeting to order at 10:02 AM; quorum was determined.

Welcome any Guests:

None.

Report any Board or Staff Absences:

Mr. Ralph Lewis was absent.

Additions to Agenda:

None.

Approval of Minutes:

- **October 24, 2023 Minutes**
 - Mrs. Pinkett motioned to approve the minutes, seconded by Mr. Tamplin. The minutes were approved.

Election Director's Report:

- **Budget: FY2024 –October, November 2023 year/date/monthly expenditures, and the Monthly CC Statement(s) – (August & September 2023)**

Director Dales distributed the monthly budget(s) and credit card statement(s).

Old Business:

• **Status of Polling Place Plan – No Changes/Same as 2018**

Director Dales informed the Board that the 2024 polling place plan was approved by SBE last week.

New Business:

• **Review FY 2025 Budget Request**

Director Dales distributed the FY 2025 budget worksheet and comparison. The following line items, that either increased or decreased, were discussed:

○ 5191: Salaries/Other

Increase due to HB1200 includes minimum pay of \$250, \$100/day bonus for returning judges, \$50 minimum training pay that must be paid whether the judge works or not, and 2023 Board election judge pay increase

○ 5200: Telephone

Decrease due to switch from landline phones to internet-based phones at new location. Mr. Bishop asked what the “Election Judge Cells” item was. Ms. Dales explained that Chief Judges are compensated \$10 for use of their personal cell phones on election day. Many of our polling places used to get temporary phones installed for election day. Once cell phones became more popular it was more cost-effective to pay judges for their cell phones, rather than install temporary phones. Mr. Bishop asked if the item “Repair/Maintenance” was an estimate. Ms. Dales said she puts money in for repairs because in the past we’ve had to have unexpected repairs made and hadn’t budgeted for them.

Mr. Corkran asked about the item for cell phones. Ms. Dales said she did not want a second phone and that everyone has her personal cell phone number and wouldn’t call the work phone. She advocated for a percentage, instead. Mr. Corkran asked what Ms. Dales would suggest. Ms. Dales suggested \$25 - \$50 per month. The County paying a percentage would save money, rather than paying the entire bill for a work phone. Mrs. Pinkett motioned to approve a \$50 per month for Ms. Dales’ use of her personal cell phone for work-related business, seconded by Mr. Tamplin, opposed by Mr. Bishop, motion passed 3 – 1. Mr. Bishop understood that it is cheaper to do a percentage, but was concerned about the appearance of it all. Mrs. Pinkett disagreed and said that Ms. Dales is getting a stipend for using her personal cell phone for work-related matters.

○ 5205: Advertising

Mr. Bishop asked how we advertise. Ms. Dales explained that, by law, we have to advertise upcoming election information and deadlines. Mr. Bishop said he didn’t see anything in the budget for the promotion of voter registration. Ms. Dales explained that we offer voter registration volunteer training all year long, by appointment, and go out to events ourselves if a volunteer is unavailable.

- 5210: Contractual Services
Decrease due to County Manager request that new location rent be entered in a different line item for FY25
- 5220: Rental of Land/Buildings
Increase due to County Manager request that new location rent be entered in a different line item for FY25
- 5221: Rental of Equipment
Increase due to increase in SBE estimate. Mr. Bishop asked what the state estimate included and why it increased. Ms. Dales said she believe it was because of the new poll books and the new voting equipment SBE is preparing to procure, but it is an estimate and could change.

Mr. Corkran asked when this budget gets approved. Ms. Dales said that the budget request is due soon, but the County would be going over them in the Spring. Mr. Tamplin motioned to approve the FY2025 budget request, seconded by Mrs. Pinkett, the motion was approved.

FYI:

- **New Office Location Update**

Director Dales informed the board that the electrician unhooked all the cubicles from power, and the cubicles were taken to the new location today. Skyline installed the inner conduit at the new location yesterday, and we are now waiting for Verizon to install the T1 line. As soon as the T1 line is installed, Vincent Omenka from SBE will come down to activate our Network Maryland, and then we will be able to completely move to the new location.

Closed Session: Personnel

Mr. Tamplin motioned to go into closed session, seconded by Mr. Bishop, at 1:00 PM.

Open meeting resumed at 1:05 PM.

- **Public Comment after Closed Session:**

The session was closed to perform the Director's PEP.

Confirmation of Next Meeting:

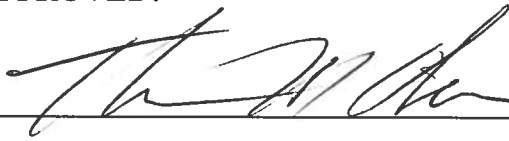
The next board meeting is scheduled for Friday, February 23rd, 2023 at 12:15 PM, at the new location, 1000 Goodwill Ave., Cambridge, MD.

Mr. Corkran asked if we need a vault at the new location. Ms. Dales said that we have to have certain things locked away, but that we didn't need a vault. We have made arrangements for those critical items to be kept secure.

Adjournment:

Mr. Bishop motioned to adjourn, seconded by Mr. Tamplin. The meeting adjourned at 1:13 PM

APPROVED:



Emma D. Pinkett

William Buley

Rhonda L. L. 2

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