

BOARD MEMBERS

MICHAEL W. DETMER
PRESIDENT

THOMAS M. CORKRAN
VICE PRESIDENT

RALPH C. LEWIS JR.
SECRETARY

WILLIAM E. BATSON
SUBSTITUTE

ROBIN A. WILLEY
SUBSTITUTE



**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: Nancy Corkran
Sloane Hurley, Election Office
Paula Paschall, Regional Manager, SBE
William Detmer
Julianna Detmer
Alexander Detmer

Tom Bradley
Pam Cannon
Francesca Rendell
Lynn Scott
Wendy Weber

MINUTES OF BOARD MEETING June 11, 2019

The Pledge of Allegiance was recited by all, and prayer recited by Mr. Batson.

Swearing In:

All Board Members, the Board Attorney, and the new staff member, Sloane Hurley, were sworn in by the Clerk of the Court, Amy Craig.

Call to Order and Determine Quorum:

President Detmer called the meeting to order at 4:15 PM; quorum was determined.

Welcome any Guests:

President Detmer welcomed all guests.

Report any Board or Staff Absences:

None

Organization of Board Members:

President Detmer asked for nominations for Board President. Mr. Thomas Corkran nominated Mr. Michael Detmer as Board President; seconded by Mr. Ralph Lewis; the vote was unanimous.

President Detmer asked for nominations, from the other party, for Vice-President. Mr. William Batson nominated Mr. Thomas Corkran as Vice-President; seconded by President Detmer; the vote was unanimous.

President Detmer asked for nominations for the office of Secretary. Mr. Thomas Corkran nominated Mr. Ralph Lewis; seconded by Ms. Robin Willey; the vote was unanimous.

Approval of Minutes:

April 23, 2019 Minutes – Ms. Willey motioned to approve the minutes, seconded by Mr. Lewis, approved.

Additions to Agenda:

Mr. Detmer advised the Board he has completed the Open Meetings Act online course.

Election Director's Report:

- **Budget: FY 2019– April and May 2019 year/date/monthly expenditures.**
Director Dales distributed the monthly budget. Ms. Dales wanted to make sure the Board was aware the State Reimbursement portion of line item 5221, as of the 3rd quarter, is \$8,000 over what SBE projected. Ms. Dales spoke with SBE and we are estimated to be \$13,000 over in the 4th quarter, which makes line item 5221, total for the year, at least \$20,000 over what was originally projected. Ms. Dales spoke with other Directors and they are all experiencing the same thing. Ms. Dales believes we will only be over a small percentage with the overall budget for fiscal year 2019.

Old Business:

- **FY 2020 Power Point Presentation**
President Detmer presented the budget review for guests.

Guest Lynn Scott, Chair of the Republican Central Committee, asked about the line item, “Rental Equipment”, what it is that is rented. Director Dales explained that some of our equipment is purchased, outright, and other equipment is leased from ES&S. A good portion of the increase in this line item is the projected cost of new pollbooks and printers. Printers must be purchased at 100% cost to the County, not leased, plus the other equipment that will continue to be leased.

Guest Lynn Scott asked why the amount for Rental Equipment is increasing, if it is a bid system or because of the vendors. Director Dales explained that it was a bid system through the State. The State Board of Elections decides which equipment and vendors we have to use.

Guest Tom Bradley, of the Republican Central Committee, asked about the 102% increase in “Debt Service” and what that was, referring to the slide about the County Budget. Director Dales informed the guests this information came from the posted approved County Budget and that there wasn’t additional information available on the County website as to what “Debt Service” includes.

- **Building Leak**

Director Dales informed the Board the insurance adjustors came through and did an assessment, the carpet has been cleaned, the ceiling tiles need to be replaced, and we need to paint. The roof no longer leaks, the roofers are still working on the roof. Ms. Dales was impressed with the response time from the County in getting fans and dehumidifiers placed in the office.

- **Legislation Update**

Director Dales explained there were a few laws we were watching the Governor chose let go into effect without his signature.

New Business:

- **Review Bylaws**

Mr. Wright reminded the Board that the last time the Board prepared their own bylaws SBE said they had to use the SBE model. Mr. Detmer said they needed to discuss the meeting time and quorum section of the bylaws.

Mr. Detmer asked if there need to be a party affiliation requirement added to §3.2.(2).c., the section about a vacancy. Director Dales said she believes that section is in place because things still need to happen and move forward until a vacancy is filled. Mr. Detmer was concerned that if one party is not represented the other may do what they want, but he trusts the current Board to not let that happen.

Mr. Detmer asked if the Board Meetings could be scheduled as close to 6:00 pm, as he gets off of work in Salisbury at 5:00 pm. Monday or Tuesday would also be best. Mr. Lewis said Tuesday was best for him. Ms. Dales had the County Council’s calendar for Room 110 and recommended the 4th Tuesday, but asked the Board to keep in mind things come due that need signatures from the Board earlier on in the month, like the budget. Mr. Lewis asked what day worked best for the office. Ms. Dales said any day, we are flexible. Ms. Dales also reminded the Board that in the wintertime, it will be dark by 5:00 or 6:00 pm. Mr. Detmer said that the schedule can be adjusted, if needed.

The meeting day and time to be inserted in the bylaws is every 4th Tuesday of the month at 5:30 pm.

FYI:

- **“Making MD Safe for Democracy” Article**

The article was distributed.

Additions to the Agenda:

None

Public Comment:

None

Confirmation of Next Meeting:

The next meeting will be held in Room #110, County Office Building on Tuesday, September 24, 2019 at 5:30 pm.

Closed Session:

- **PEP Personnel**

The meeting was closed by Mr. Corkran, seconded by Mr. Lewis, at 5:11 pm.

The regular meeting resumed at 5:38 pm.

Adjournment:

Mr. Lewis motioned to adjourn the meeting, seconded by Mr. Corkran. The meeting adjourned at 5:40 PM.

APPROVED:

M. C. L...

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Michael...

Robert Willey

William E. Baton

jrn