

St. Mary's County Board of Elections

23250 Leonardtown Hollywood Road
Leonardtown, MD 20650

Board Meeting Minutes of 11 January 2023

Present:

Board Members:

Jack Payne, Board President (R)
Rebecca Wathen, Board Secretary (D)
Kenneth Boothe, Member (R)
Mary Coombs, Member (R)
Ann Raley, Member (D)

Staff Members:

Wendy Adkins, Director
Susan Julian, Deputy Director

Cynthia Panos, Board Attorney

Absent: None

At 9:03 AM, Mr. Jack Payne, Board President, determined that there was a quorum present and called the meeting to order.

Guests Present: None

Documents Distributed:

- None

Approval of Minutes: The minutes from the meetings held on August 10, 2022 and December 7, 2022 were presented. A motion was made by Ms. Wathen to approve the minutes, with corrections from the floor, seconded by Ms. Coombs. Motion carried.

Meeting Agenda: The meeting agenda was reviewed with it was requested that under Old Business that a Board Canvassing Increase be added.

Director's Report: Ms. Adkins reported the following:

- The 2022 Manual Audit of the 2022 General Election is scheduled for February 7, 2023 at 9 AM. The snow date is February 9, 2023. Board members are not required to attend. Ms. Adkins advised that she is required to give notice ten (10) days prior to the date scheduled which she will do by the end of this week. The notice will be distributed to the Chairs of the County Central Committees and posted on the St. Mary's County Government website.
 - The State Board of Election selected the Governor/Lt Governor contest for the audit.
 - The State Board of Election selected the following machines for Audit:
 - Early Voting Center at Mechanicsville Firehouse with a minimum of 98 ballots – 149 ballots will be audited
 - Mail in Ballots with a minimum of 19 ballots – 25 ballots will be audited
 - Provisional Ballots with a minimum of 15 ballots – 25 ballots will be audited
 - Election Day – Precinct 8-9 Spring Ridge Middle School which will have 469 ballots audited
 - TOTAL BALLOTS TO BE AUDITED - 668
- Board members were reminded to complete their Ethics report, which is due in April.

Old Business:

- **Senator Bailey's letter** – A letter dated December 5, 2022 from Senator Jack Bailey relating his concerns and requesting information on how various decisions are made. Ms. Adkins drafted a letter for Board review. A few corrections were made. A motion was made by Ms. Wathen to send the response letter to Senator Bailey with the corrections noted, seconded by Ms. Raley. Motion Carried.
- **Board Raise** – After further review, Ms. Adkins advised that the canvassing reimbursement that the Board Members receives is NOT set by law but is set locally by the Local Board of Elections, which Ms. Adkins can approve. It is recommended that the canvassing amount that Board Members receive for canvassing activities be increased to \$3500 per Board Member for each of the Elections (Both the Primary Election Canvass and the General Election Canvass). Ms. Adkins advised that she would increase the budget for FY24 to include this increase payment for the increase in duties performed.

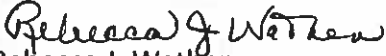
New Business:

- **2023 MAEO Conference** is scheduled for May 14 – 19, 2023 in Ocean City, MD at the Ocean City Clarion, which is under new management. Ms. Adkins recommended that the new Board Members that are to be appointed in June 2023 attend since there will be information presented for the future elections and it would be beneficial for any new members. A motion was made by Ms. Coombs to support this attendance guidance, seconded by Ms. Wathen. Motion carried.

Next Meeting: There will be no meeting in February. The next meeting will be on March 1, 2023 at 9:00 AM.

A motion was made by Ms. Wathen to adjourn the meeting, seconded by Ms. Coombs. Motion carried. The meeting adjourned at 9:29 AM.

Respectfully Submitted,


Rebecca J. Wathen
Board Secretary