

St. Mary's County Board of Elections

23250 Leonardtown Hollywood Road

Leonardtown, MD 20650

Board Meeting Minutes of 01 December 2021

Present:

Board Members:

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

Staff Members:

Wendy Adkins, Director
Susan Julian, Deputy Director

Cynthia Panos, Board Attorney

Absent: Ann Raley, Member (D)

At 11:26 AM, Mr. Jack Payne, Board President, determined that there was a quorum present and called the meeting to order.

Guests Present: None

Documents Distributed:

- Meeting Minutes of October 6, 2021
- Proposed redistricting maps (local, legislative, and congressional)
- Redistricting public hearing schedule
- SBE Voter turnout maps by polling locations
- Ballot Drop Box locations for 2022

Approval of Minutes: The minutes of the October 6, 2021 meeting were presented. A motion was made by Ms. Wathen to approve the minutes, with corrections from the floor, seconded by Mr. Boothe. Motion carried.

Meeting Agenda: The meeting agenda was reviewed. The Ballot Drop Box Assignments were added under New Business and the New Hire was moved to the last item under New Business.

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

- **Movers:** Ms. Adkins reported that movers had been hired and assisted with shifting furniture, boxes, and equipment to allow for a more efficient flow throughout the building.
- **2022 MAEO Meeting:** There has been a determination made to have a one-day meeting for MAEO in 2022 due to the election, early voting, and judges training. A location is to be announced later.
- **New Poll Book Vendor:** A new vendor has been selected, Dem Tech, and they are based in Virginia. The new poll books will not be used until the 2024 election.
- **Building Name:** At the November 30, 2021 Commissioners meeting, our building was officially renamed from the "Leonardtown Library" to the "St. Mary's County Board of Elections" building.
- **Building Renovations Update:** Ms. Adkins reported that she has submitted her wish list for renovations with the flooring being the top priority. The items will be tackled as far as funding will allow. The front Lobby and Hallway have been completed. Other projects are being worked.

Old Business:

- **Redistricting:** The Commissioners have published maps and a public hearing schedule. The redistricting working group is scheduled to present the final recommendation to the Commissioners prior to December 31, 2021. Additional information is available online.

New Business:

- **Early Voting Centers:** The site selection forms were submitted to the State Board of Election (SBE) on 11/18/21 meeting the deadline of 11/29/21. At the next SBE meeting, the site selections will be presented and voted upon for all sites. The meeting is scheduled for 12/16/21 @ 2 pm. The SBE provided maps with the population and voting histories of all polling places.
- **Ballot Drop Boxes:** The SBE released the ballot drop box site selection forms last week. Another Board meeting will be held to approve the locations which will include a few changes based upon the usage during the last election. This meeting will be open for public comment.
- **New Employee:** Interviews were completed on November 9, 2021 and a new hire was selected. Shane Blankenship, our former temporary employee was selected to fill the permanent position. Board President Jack Payne swore in Mr. Blankenship.

Next Meeting: There will be a meeting held on December 13, 2021 at 10:30 am to finalize, open up for public comment, and subsequently approve the drop box locations for submission to the SBE. There will be no meeting in January. The next regular meeting will be on February 2, 2022 at 9 am. A motion was made by Ms. Wathen to adjourn the meeting, seconded by Ms. Coombs. Motion carried. The meeting adjourned at 11:54 AM.

Respectfully Submitted,



Rebecca J. Wathen

Board Secretary