

# Minutes

Talbot County Board of Elections  
215 Bay Street  
Easton, MD 21601  
*February 16, 2022*

## Attendance

### **Board Members Present**

Joseph Secrist, President	(R)
Walter Black	(D)
Richard Bulman	(R)
Wadella Thomas	(R)
Susan MacKinnon *	(D)

### **Staff**

Dionne Church, Election Director

### **Board Attorney**

Lyndsey Ryan

### **Public**

None

\*Ms. MacKinnon attended by video conference.

The monthly meeting of the Talbot County Board of Elections was held February 16, 2022 in Conference Room # One at the Board office indicated above. Mr. Secrist called the meeting to order at 9:30 a.m. Mr. Secrist noted that a quorum was present.

## **Approval of Minutes**

Mr. Secrist asked if the Board had any corrections or additions to the minutes of the meeting of January 19, 2022, copies of which had been forwarded to the Board Members in advance of the meeting. Mr. Bulman moved approval of the minutes as presented. Ms. Thomas seconded the motion. The motion passed unanimously.

## **Addition/Changes to the Agenda**

Mr. Secrist asked for any additions or changes to the agenda as presented. There were none. Black moved approval of the agenda as presented. Ms. Thomas seconded the motion. It passed unanimously.

## **Public Comments**

There were no public comments.

## **Election Director's Report**

Ms. Church provided the Board with a written report on her activities since the last Board Meeting, a copy of which is attached to these minutes. She updated the number of candidate filings and expanded on her report as follows:

- Candidate Filings updated since her mailed report was prepared:
  - Sheriff – 1 Republican
  - State's Attorney – 1 Republican, 1 Democratic
  - County Council – 7 Republican, 3 Democratic
  - Board of Ed, District 1 – 0. District 3 - 1, District 4 – 2, District 7 - 1
  - Republican Central Committee - 5
  - Democratic Central Committee - 7
  - Clerk of the Circuit Court – 1 Republican, 1 Democratic
  - Register of Wills – 1 Democratic
  - Judge of the Orphan's Court – 3 Republican
- Candidate Filing Deadline has been extended to March 22, 2022. A copy of the court order approving the changes was presented to the Board.
- Regarding IGO conference, she attended 2 seminars toward her certification as Election Director.
- She has begun holding bi-weekly staff meetings.
- Regarding an additional contract employee, the position has been advertised and the State is preparing a list of qualified applications to send to her.
- To date she has received 1252 Vote-By-Mail applications.
- The inventory of State equipment has been completed.

## **Board Attorney's Report**

The Memorandum of Understanding with the County Board of Education has been signed by both parties.

## **Old Business**

- a. Facility for Election Office

Ms. Church reported that there is no new information regarding space for the Election Board.

- b. Budget FY2022

Ms. Church provided reports on expenditures recorded through January.

c. Budget FY2023

Ms. Church prepared a proposed budget for FY2023 and forwarded it to the county office to comply with the county's budget preparation schedule. She provided Board Members with copies which show her proposed budget, estimated expenditures through FY2022 and historic actual expenditures since FY2016. Ms. Church noted the areas where she expected the Board to be over budget and the reasons to the higher than budgeted expenditures. A discussion was held by Board Members and Ms. Church about her projected expenses for the coming year, including the need for additional staff. The discussion included the need for additional parttime staff beyond that proposed by Ms. Church.

Mr. Bulman moved that the Board approve the budget presented by Ms. Church with an additional \$11,000 to fund an additional parttime staff position, bring the total budget for the Election Board to \$714,447 plus \$83,525 for the Registration & Election budget. Mr. Black seconded the motion. It passed unanimously.

d. Review invoices

Ms. Church previously provided Board Members with copies of invoices received since the last meeting. There were no questions from Board Members.

e. County Bulletins

Ms. Church previously provided copies of County Bulletins. There were no questions from Board Members.

f. Redistricting Update

Ms. Church provided Board Members with maps showing the changes approve by the county for the Board of Election Districts. Maps will be available following the approval of all redistricting throughout the state.

g. School Board MOU (Memo of Understanding)

This item was discussed during the Board Attorney's report to the Board.

**New Business**

a. Primary Election Update

Ms. Church is working on recruitment of Election Judges and their training. With the extension of the Candidate filing date, there will be changes to other deadlines that will affect the work of the staff. Mr. Secrist reminded Ms. Church that the Board approval of the judges is required.



### **Confirmation of next meeting**

Mr. Secrist noted that the next regular meeting of the Board of Elections will be at 9:30 a.m. on March 16, 2022.

### **Closed Session**


Mr. Black moved that the Board go into closed session for the purpose of discussing personnel matters that affect one or more specific individuals as permitted under General Provisions Art. 3-305(b) (1). Ms. Thomas seconded the motion. It passed unanimously. Whereupon the Board went into closed session at 10:56 a.m. Present at this session were Board Members Mr. Secrist, Mr. Black, Ms. Thomas, Ms. MacKinnon and Mr. Bulman. Election Director Dionne Church and Board Attorney Lyndsey Ryan were also present.

At 12:08 p.m. the Board returned to open session. President Secrist reported that the Board discussed specifics regarding personnel appeal issues and took action regarding another personnel action. The Board also approved the minutes of the Closed Meeting of January 19, 2022.

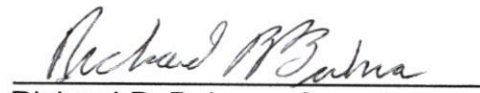
### **Adjournment**

Mr. Black moved adjournment of the meeting. Ms. Thomas seconded the motion. It passed unanimously. The meeting adjourned at 12:09 p.m.

Attested,

  
Joseph H. Secrist, Jr., President

Respectfully submitted,

  
Richard B. Bulman, Secretary