

## **Minutes**

Talbot County Board of Elections  
215 Bay Street, Easton, MD 21601  
Conference Room 1

Wednesday, July 16, 2025

### **Present:**

#### Board

Susan J. MacKinnon, President  
Denise Lovelady, Vice President  
Gugy Irving, III, Secretary  
Barbara H. Perry, Member

#### Board Attorney

Lyndsey Ryan

#### Staff

Tammy Stafford, Election Director  
Donna Kegley-Hacker, Election Program Manager II  
Fred Gleockler, Election Program IT Specialist II

#### Members of the Public

Gary Judy, Citizen  
Mark Harrison, Citizen  
Terrence Bernard, Citizen  
Kathi Marconi, Citizen  
Jared DeMarinis, State Board of Elections  
Shari Wilcoxon, Citizen  
Mary Jordan, Citizen

### **Absent/Excused:**

#### Board

Walter W. Black, Member

### **CALL TO ORDER**

Ms. MacKinnon called the meeting to order at 9:30 a.m. She welcomed the public, announced that a sign-in sheet and copies of the agenda were available, and reviewed key elements of the Public Comment protocols, which are also listed in the next to the last paragraph on the agenda.

### **DECLARATION OF QUORUM PRESENT**

With one Board member not in attendance, Ms. MacKinnon declared that a quorum was present. The Pledge of Allegiance was recited.

### **APPROVAL OF OPEN MINUTES- 06/09/25 Work Session and 06/18/25 Open Board Meeting**

Minutes from the Work Session held 06/09/25 and the Board Meeting held on 06/18/25 were mailed in Board packets to members, allowing for review prior to this meeting. Ms. MacKinnon called for any corrections to the minutes. There were none. Ms. Perry motioned to accept both sets of minutes as written. The motion was seconded by Mr. Irving. The motion passed unanimously by all members present.

### **CHANGES TO THE AGENDA**

Ms. MacKinnon asked if there were any changes to the agenda. There were none.

### **APPROVAL OF THE AGENDA**

Mr. Irving motioned to approve the agenda as written. Ms. Perry seconded the motion. The motion passed unanimously by all members present.

### **PUBLIC COMMENTS**

Ms. MacKinnon opened the floor for public comments. Four members of the public spoke.

1. Mr. Judy expressed that all who attended the 06/09/25 Board Work Session were alarmed. He added that the issues with live streaming has only added to their concerns. He stated that the Board is censoring the public's First Amendment, censoring public speech.
2. Mr. Harrison stated that though the meetings are finally now being live streamed, it is odd that the last meeting live stream did not have audio. He added that this Board wants to censor public comments with a number of restrictions. This is a direct violation of our constitutional First Amendment rights and again asked the Board, "What are you afraid of?".
3. Mr. Bernard repeated his account of a previous interaction between the Director and a member of the public. He stated that this was not recorded in the minutes when they were posted a month later but he took notes and ten citizens were in attendance. He continues to request a public apology from the Director.

Mr. Bernard said that there have been three attempts at the live streaming and it is not improving. He added that the Director wants to limit public comment to only speak on items listed on the agenda.

4. Ms. Wilcoxon stated that, because the last two meeting live streams have not come through, she has requested this in the past and will continue to request that Public

Comments be moved to the end of the meeting agenda, like “every other county meeting for everybody in Talbot County”. She added that this Board insists on not accommodating the public; any public comments have to be thirty days later.

Ms. Wilcoxon stated that she sent a letter about Board of Elections misconduct. She alleged that she personally had been the subject of several instances of misconduct of the Director and Board President. She stated that she sent a letter and would like to submit it to be put into the minutes. She ended by stating that she was glad the meetings were being recorded now but it was interesting that the last two meetings had no audio.

Ms. MacKinnon stated that the topic of streaming meetings is on the meeting agenda. She reminded all that live streaming of the meetings is a process that is new to all. Ms. MacKinnon acknowledged that the live streaming efforts have not been perfect and the Board hopes to improve it, including having audio transmissions of each meeting.

#### **ELECTION DIRECTOR’S REPORT**

Ms. Stafford’s written report which was mailed in the Board packets for review prior to the meeting is attached to these minutes. Ms. Stafford highlighted all key areas of the report.

Two date corrections were made. Under Notice and Distribution of Materials- the date should be July 8, 2025 (not June as typed). Under Upcoming Meetings/Events- the SBE meeting is in August (not June 24, 2025 as typed).

Ms. Stafford added that she attended virtually the U. S. Election Assistance Commission (EAC) Data Summit. She stated that it had a lot of good data and encouraged the Board to visit their website to review the report, 2024 Election Administration & Voting Survey (EAVS) at [www.eac.gov](http://www.eac.gov).

Ms. Stafford said that the office has received some emails for a Board member that is not related to Board business; the emails have been forwarded to the Board member. Ms. Stafford would like Board guidance on how the Board would like to proceed if the office continues to receive such correspondence.

Ms. Stafford also added that the office has committed to participate in two community events, Easton’s National Night Out in August 2025 and the Talbot County Community Resource Expo in October 2025.

Following Ms. Stafford’s presentation of her report, Ms. MacKinnon stated that the next Board meeting’s agenda will include a discussion of Board Emails to go over procedure.

## **BOARD ATTORNEY'S REPORT**

Ms. Ryan stated she had no updates for this meeting.

## **OLD BUSINESS (inadvertently discussed out of order)**

### **A. Facility for the Election Office**

Ms. Stafford stated that she had no updates for this meeting.

### **B. Streaming Meetings**

Ms. MacKinnon stated that she was re-opening this discussion and asked if the Board had any comments.

Ms. Lovelady asked that if Mr. Gleockler was attending this meeting to ensure that the live streaming works properly.

Ms. MacKinnon and Ms. Stafford responded in the affirmative.

Ms. MacKinnon again stated that the LBE would continue to try to improve the live streaming; it is a process.

### **C. Public Comment Policy**

Ms. MacKinnon stated that the Board has a draft that the Board Attorney, Ms. Ryan, has prepared.

Ms. Ryan reminded everyone that at the previous meeting a draft document of public comment protocols was discussed. This document includes a Purpose, Rules of Conduct including Decorum and Enforcement for Board members and the public attending, and Public Comment Policy. The Board was asked to send suggestions for changes to her. Two Board members, Ms. Perry and Mr. Irving, sent suggestions, which Ms. Ryan read aloud.

Ms. Ryan then advised the Board to discuss the suggestions and then she would draft a version for final consideration.

Ms. MacKinnon asked if the Board was comfortable voting at this meeting on a final version for consideration (with or without the suggested revisions). She added that both drafts do not require that oral testimony by the public be preapproved and that she understood the consensus of the Board was that they would continue the practice of the public signing in and participating in public comment with the protocols the Board establishes.

Ms. Ryan stated that the Board needs to accept the original draft document or accept the suggested revisions.

Ms. Lovelady stated that she liked the suggested revisions.

Ms. Perry agreed, stating that it was more simplified.

Ms. MacKinnon added that the intent of the amendment to the original draft was to allow the Board to reasonably respond to public comment when appropriate. Board Comment will be added to future meeting agendas to allow for Board Comment at the end should the Board wish to respond.

Mr. Irving made a motion to accept the Public Comment Policy with the proposed revisions. Ms. Lovelady seconded the motion. The motion passed unanimously by all members present.

Ms. MacKinnon stated that the Board would vote on the Public Comment Policy at the next meeting, once all had the revised document.

**D. Ethics Training**

Ms. MacKinnon stated that all Board members virtually attended the Ethics training, offered through the State Board of Elections. She added that she thought the training was appropriate for Board members.

Ms. Perry added that she thought the slides were very helpful.

**E. Open Meetings Act Training**

Ms. MacKinnon stated that the yearly Financial Disclosure reporting is a responsibility of each Board member.

Ms. MacKinnon reported that Open Meetings Act training is available and though it is not required of all Board members, she encouraged all to consider taking it. The training is available online and once completed, a certificate is provided, a copy of which should be submitted to Ms. Stafford to keep on file.

**NEW BUSINESS**

There was no new business discussed.

**DISCLOSURES**

Ms. MacKinnon asked if there were any Board disclosures to report.

Ms. Lovelady reported she made two donations of \$50 each (two Republican forums/luncheons).

#### **CONFIRMATION OF NEXT MEETING**

Following a brief discussion, Ms. Perry motioned to cancel the August meeting and meet instead on September 17, 2025. Mr. Irving seconded the motion. The motion passed unanimously by all members present.

The next regular meeting of the Board is scheduled for Wednesday, September 17, 2025, at 9:30 a.m.

#### **CLOSED SESSION**

Ms. MacKinnon announced that the Board would be going into Closed Session to discuss a personnel matter.

Mr. Irving motioned to go into closed session. Ms. Perry seconded the motion. Ms. Ryan added that the closed session was to discuss a personnel matter. Ms. MacKinnon repeated the motion to go into Closed Session to discuss a personnel matter. The motion passed unanimously by all members present.

A member of the public, Mr. Bernard, asked the purpose of the Closed Session. Ms. Ryan and Ms. MacKinnon clarified that the Board was going into Closed Session to discuss a personnel matter related to a specific employee.

The Board met in closed session from 10 a.m.- 10:39 a.m.

#### **ADJOURNMENT**

The Board returned from closed session. Ms. MacKinnon announced that the Board had met in closed session to discuss a performance evaluation. Ms. Perry motioned to adjourn the open meeting. The motion was seconded by Mr. Irving. The motion passed unanimously by all members present. The meeting was adjourned at 10:39 a.m.

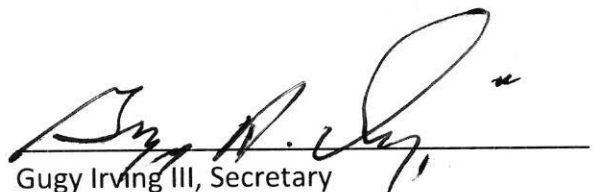
Minutes prepared by: Donna Kegley-Hacker

Attested,



Susan J. MacKinnon, President

Reviewed and submitted,



Gudy Irving III, Secretary



**TALBOT COUNTY BOARD OF ELECTIONS**  
**ELECTION DIRECTOR'S REPORT**

July 16, 2025

**Notice and Distribution of Materials**

Meeting materials were prepared and mailed to Board Members, July 8, 2025.

The agenda and meeting materials for the June meeting were posted on the Board of Elections web page and the entrances to the office and building at 215 Bay Street, Easton, MD, June 8, 2025.

**Personnel:**

All performance evaluations have been completed and submitted to SBE Human Resources.

**Meetings Attended:**

I attended the iGO Conference held June 20-24 in Kansas City, MO. Throughout the conference I attended several informative education sessions ranging from table top exercises to a look at elections in Nigeria and Sweden. There were also courses on public leadership and communication and community engagement.

The International Organization of Government Officials fosters excellence in public service through education, innovation, and networking. I had the opportunity to speak to colleagues across the country and from Sweden and Nigeria and gather ideas for voter outreach and education and election administration.

I also attended monthly meeting with SBE and MAEO.

**Correspondence:**

The office has received correspondence regarding voter registration. It has been reviewed by the office since voter registration is a function of the office.

We have also received some emails addressed to a board member and not the President or the Director. The emails are not related to board business, and have been forwarded to the member. We are continuing to get these emails and will need to know how the board would like these handled.

**Voter Registration Activities:**

**Monthly Statistical Report-** The Report was distributed to board members in the monthly packet. As of July 1, 2025, there were 28,707 active registered voters in Talbot County.

**Voting System Activities:**

State wide election management system has had inspection and cleaning.

The batteries for the DS200s have been charged.

All the ballots for 2024 have been stored according to state guidelines. Documents for the 2020 and 2022 election cycles have been disposed of according to State policy.

Staff is preparing to replace all of the CMOS batteries in the ballot marking devices and DS200s for the 2026 election. This should be occurring between now and early September.

**Candidate Filing:**

Candidate filing began February 25, 2025 for the 2026 Gubernatorial Election cycle. The deadline to file is February 24, 2026. The list of local races can be found on our website.

**Precinct and Polling Issues:**

Polling place agreements were sent out Thursday, June 20, 2025. We have received one agreement back at this time. We are planning to have polling places for approval at the September meeting.

**Budget:**

A report documenting Board of Elections Expenditures for FY2025 was included in your board packet.

**Other projects:**

Staff is brainstorming voter outreach and education opportunities.

**Upcoming Meetings/Events:**

State Board of Elections Meeting, Thursday, June 24, 2025 at 2:00 p.m.



**PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT")  
UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)**

This form has two sides. *Complete items 1 – 4 before closing the meeting.*

1. **Recorded vote to close the meeting:** Date: 6/16/25; Time: 10A; Location: 215 Bay St Suite Conf. room 1  
Motion to close meeting made by: Irving Seconded by Perry;  
Members in favor: Mackinnon, Perry, Irving, Woreldy; Opposed: 0;  
Abstaining: 0; Absent: Black.

2. **Statutory authority to close session (check all provisions that apply).**  
**This meeting will be closed under General Provisions Art. § 3-305(b) only:**

(1) ☒ "To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals"; (2) ☐ "To protect the privacy or reputation of individuals concerning a matter not related to public business"; (3) ☐ "To consider the acquisition of real property for a public purpose and matters directly related thereto"; (4) ☐ "To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State"; (5) ☐ "To consider the investment of public funds"; (6) ☐ "To consider the marketing of public securities"; (7) ☐ "To consult with counsel to obtain legal advice"; (8) ☐ "To consult with staff, consultants, or other individuals about pending or potential litigation"; (9) ☐ "To conduct collective bargaining negotiations or consider matters that relate to the negotiations"; (10) ☐ "To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans"; (11) ☐ "To prepare, administer, or grade a scholastic, licensing, or qualifying examination"; (12) ☐ "To conduct or discuss an investigative proceeding on actual or possible criminal conduct"; (13) ☐ "To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter"; (14) ☐ "Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process." (15) ☐ "To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information . . . or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices."

**Continued →**

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation (insert # from above)	Topic	Reason for closed-session discussion of topic
§3-305(b) (1)	performance eval.	performance part of personnel file protected
§3-305(b) ( )		
§3-305(b) ( )		
§3-305(b) ( )		
§3-305(b) ( )		

4. This statement is made by , Presiding Officer.

Susan Mackinnon

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**WORKSHEET FOR OPTIONAL USE IN CLOSED SESSION: INFORMATION FOR SUMMARY TO BE DISCLOSED IN THE MINUTES OF THE NEXT OPEN MEETING. (See also template for summary.)**

- For a meeting closed under the statutory authority cited above:

Time of closed session: 10 AM - 10:39 AM

Place: 215 Bay St Conference Rm 1

Purpose(s): performance evaluation review of Director

Members who voted to meet in closed session: Irving, Perry, Lovelady, Mackinnon

Persons attending closed session: Irving, Perry, Lovelady, Mackinnon, Ryan, Jared DeMarinis

Authority under § 3-305 for the closed session: (b)(1)

Topics actually discussed: performance evaluation

Actions taken: none

Each recorded vote: \_\_\_\_\_

- For a meeting recessed to perform an administrative function (§ 3-104): Time: \_\_\_\_\_

Place: \_\_\_\_\_

Persons present: \_\_\_\_\_

Subjects discussed: \_\_\_\_\_