



Carroll County Board of Elections



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Carroll County Board of Elections Board Minutes November 17, 2021

Present

Board

Griffith Manahan, President

Samuel Foster, Vice-President

John Woodley, Secretary

Carol Coley, by virtual

Harvey Tegeler

Staff

Katherine Berry, Election Director

Erin Perrone, Deputy Director

Jennifer Bartholow, Election Program Specialist

Absent

Jay Gullo, Attorney

Call to Order & Declaration of Quorum

Mr. Manahan called the meeting to order at 10:04 am and declared that a quorum was present.

Welcome

Mr. Manahan welcomed those in attendance and thanked Mr. Foster for running the October meeting.

Additions to the Agenda

Mr. Manahan asked if any there were any additions to the agenda. No additions were added to the agenda.

Public Comments

No members of the public were in attendance.

Approval of Minutes

The Board approved the minutes from the October 13, 2021 meeting on a motion from Mr. Woodley, seconded by Mr. Foster. The motion carried unanimously.

Correspondence

Ms. Berry stated that no correspondence was received for review.

Attorney Report

Mr. Manahan stated that no report is available in Mr. Gullo's absence.

Election Director's Report

Important Meetings

A list of meetings was included on the report.

Voter Registration/Absentee

Ms. Berry reported that the monthly statistical reports have been posted to the office's website. The reports can be found at <https://elections.carrollcountymd.gov/FactsAndFigures.aspx>.

The State Board of Elections (SBE) recommends having no less than the number of ballot drop boxes used in the 2020 elections. The proposed locations of the ballot drop boxes for the 2022 elections are slightly different from the 2020 elections, but the proposed locations create consistency across the county, provide a ballot drop box in all five corners of the county, and offer 24/7 recorded surveillance. The proposed locations of the ballot drop boxes include the:

1. Westminster Senior Center
2. South Carroll Senior Center
3. Mt. Airy Senior Center
4. South Carroll Senior Center
5. Taneytown Senior Center
6. Board of Elections office

The Board's approval of the proposed locations is required. A discussion ensued regarding having a ballot drop box at the Taneytown Police Station instead of the Taneytown Senior Center. Ms. Berry stated that some of the advantages of putting 5 out of the 6 drop boxes at the senior centers include better voter education and access to the county's 24/7 recorded surveillance. The Board approved the proposed locations with a motion from Mr. Foster, seconded by Mr. Woodley. Mr. Tegeler opposed the proposed location of the Taneytown Senior Center. The motion carried.

IT/Warehouse

Ms. Berry reported that the new printers for the electronic pollbooks are scheduled to be delivered in the afternoon. The new printers were used by some local election offices during the 2020 elections.

Phase I of the mock election has been completed and Phase II will be completed by Thanksgiving. SBE did an abbreviated mock election that involved only the IT staff with election preparation and election night processes.

The ballot trays for the ballot carts have been assembled. The ballot trays will help with organizing over 100 ballot styles used during early voting.

Personnel & Budget

Ms. Berry reported that the staff attended a team building exercise at the Carroll Community College.

Staff has updated the social media platforms including Facebook and Twitter. The office is now on Instagram as well. Redesigning the website is in its final stages and should be online by the end of December.

The proposed FY23 budget is due in December. The proposed budget will be sent to the Board prior to the December meeting so that it can be approved at that meeting.

Ms. Bartholow briefed the Board on election judge recruitment efforts. Approximately 250 election judges who served during the 2020 elections have not yet responded to the 2022 survey. Staff is making every effort to contact those election judges. In addition, newly registered voters who are interested in serving as an election judge are being contacted. Ms. Berry stated that she is looking into partnering with the high schools to help recruit election judges by presenting the information during certain classes.

Ms. Berry reminded the Board that her performance evaluation will be due by the end of December.

Next Board Meeting and Important Dates for Your Calendar

Ms. Berry reviewed the dates of future Board meetings and tentative dates for next year's elections.

- December 15, 2021 – Board Meeting
- January 19, 2022 – Board Meeting
- February 16, 2022 – Board Meeting
- March 16, 2022 – Board Meeting
- April 20, 2022 – Board Meeting
- May 18, 2022 – Board Meeting
- June 15, 2022 – Board Meeting

*2022 Election Dates – *TENTATIVE**

- June 16-23, 2022 – Primary Early Voting
- June 28, 2022 – Primary Election Day
- June 30 and July 8, 2022 – Absentee Ballot Canvass
- July 6, 2022 – Provisional Ballot Canvass
- October 27 – November 3, 2022 – General Early Voting
- November 8, 2022 – General Election Day
- November 10 and 18, 2022 – Absentee Ballot Canvass
- November 16, 2022 – Provisional Ballot Canvass

Unfinished Business

There was no unfinished business.

New Business

Ms. Berry reported that SBE distributed the maps detailing the historically disenfranchised communities. Part of the criteria for determining early voting centers and ballot drop boxes includes the maps. After a discussion, the Board agreed to continue with the proposal of the early voting centers that were approved at the September 15th meeting. The Board feels that no voter should feel disenfranchised because of mail-in voting, early voting locations, and the drop box placement.

Disclosure of Campaign Contributions

Mr. Tegeler reported a contribution in the amount of \$25.00 to Andy Harris.

Date of Next Meeting

The next board meeting will be held on Wednesday, December 15, 2021 at 10:00 a.m.

Adjournment

The meeting was adjourned on a motion by Mr. Foster, seconded by Mr. Woodley at 11:23 am. The motion passed unanimously.