



Carroll County Board of Elections



1135 Business Parkway South, Suite 60, Westminster, MD 21157
Mailing Address: PO Box 3191, Westminster, MD 21158

Phone: (410) 386-2080
Email: ccboe@carrollcountymd.gov
Website: elections.carrollcountymd.gov

Carroll County Board of Elections Board Minutes November 19, 2025

Present

Board

Samuel Foster, President, in person
Karen Donaldson, Vice-President, in person
Mitch Edelman, Secretary, in person
Gina Miller, Member, in person
Ben Watson, Member, in person
Jay Gullo, Attorney, in person

Staff

Erin Perrone, Election Director, in person
Jennifer Bartholow, Deputy Director, in person
Kimberly Bullock-Jones, Election Program Supervisor II, virtual
Isaac Nogueron, Election Program Specialist II, virtual
Olivia Smith, Election Program Specialist I, virtual

Public

Corynne Courpas, Carroll County Democratic Central Committee
Cheryl Steinbacher, League of Woman Voters, Carroll County

Call to Order & Declaration of Quorum

Mr. Foster called the meeting to order at 10:00 am and declared a quorum was present.

Welcome

Mr. Foster welcomed the members of the public who were in attendance, Ms. Courpas and Ms. Steinbacher.

Additions to the Agenda

Mr. Foster asked if any there were any additions to the agenda. There were no additions to the agenda.

Approval of Minutes

The Board approved the minutes from the October 15, 2025, meeting on a motion from Mr. Edelman, seconded by Ms. Miller. The motion carried unanimously.

Correspondence

Mr. Foster asked if there were any correspondence to share. Ms. Perrone shared a press release from the State Board of Elections (SBE) titled 'Maryland State Board of Elections "Defenders of Democracy" Initiative for Voters During Media Literacy Week.'

Attorney Report

Mr. Gullo referred to the statewide attorneys meeting he mentioned at the October board meeting. This meeting was cancelled and resulted in an email detailing the 2026 Election Plans that local boards must submit to SBE.

Mr. Gullo plans to distribute a bullet-point summary of different topics during his report at future meetings. These topics may include, but are not limited to, Public Information Act (PIA) requests, direct contact from candidates to board members, and other policies where board members might require clarification regarding their roles and responsibilities to be ready for the upcoming elections.

Mr. Watson inquired about a lawsuit in Worcester County and whether the lawsuit affects Carroll County. Mr. Gullo stated that the lawsuit was about local redistricting in Worcester County and does not affect Carroll County.

Election Director's Report

Public Information Requests

- Katherine Sullivan, Director, SecureTheVoteMD – received Thursday, October 30th – Election Judge Documentation and Provisional Ballot Clarification – Response submitted Monday, November 10th

Important Meetings and Events

- ~~November 20th – Erin & Jen – SBE/LBE Collaboration Meeting~~ – cancelled
- November 24th – Deadline to submit Election Plan to SBE
- November 27th – Holiday – Thanksgiving – Office Closed
- November 28th – Holiday – American Indian Heritage Day – Office Closed
- December 3rd – Erin & Jen – Weekly Check-in with SBE
- December 4th – State Board Meeting @ 2pm
- December 10th – Erin & Jen – Weekly Check-in with SBE
- December 16th – Erin, Jen, Staff – MAEO Meeting
- December 17th – Erin & Jen – Weekly Check-in with SBE
- December 17th – Board Meeting and Holiday Luncheon

Candidate Filing – 2026 Gubernatorial Election

- Encourage candidates to make an appointment via our website
- Deadline to file is Tuesday, February 24, 2026, at 9 pm
- Candidates who have filed can be found on SBE's website at https://elections.maryland.gov/elections/2026/Primary_candidates/index.html

Voter Registration

- Monthly statistical reports are available on our website. The link to the reports is <https://elections.carrollcountymd.gov/monthlyStats.aspx>.
- Day to day electronic batches and processing mail

As of 10/31/2025	DEM	REP	UNA & OTHER	TOTAL
Active Voters	33,018	64,560	34,083	131,661
Inactive Voters	1,395	2,737	1,739	5,871
TOTAL	34,413	67,297	35,882	137,532

Election Judges

- Begin assigning election judges for early voting & election day
- Starting to work on the election judge manual

IT/Warehouse

- Battery replacement in scanners and ballot marking devices
- Battery test on pollbooks

Voter Outreach Events

- Nothing to report

Personnel

- Election Director Evaluation by State Administrator, Jared DeMarinis
- Holiday Party – after the meeting on Wednesday, December 17 – out to lunch

County Government

- FY27 Budget – Due Thursday, December 11th
- FY27 Budget – Presented for approval on Wednesday, December 17th meeting

2025 Board Meetings

- December 17, 2025

2026 Board Meetings

- January 21, 2026
- February 18, 2026
- March 18, 2026
- April 15, 2026
- May 20, 2026

2026 Gubernatorial Elections – Important Dates

- Pre-Election Day MIB Canvass – Monday, June 1, 2026
- Primary Advanced Deadline to Register – Tuesday, June 2, 2026
- Primary Early Voting – Thursday, June 11 through Thursday, June 18, 2026
- Primary Election – Tuesday, June 23, 2026
- MIB Canvass 1 – Thursday, June 25, 2026
- Provisional Canvass – Wednesday, July 1, 2026
- MIB Canvass 2 & Certification – Monday, July 6, 2026

- Pre-Election Day MIB Canvass – Tuesday, October 13, 2026
- General Advanced Deadline to Register – Tuesday, October 13, 2026
- General Early Voting – Thursday, October 22 through Thursday, October 29, 2026
- General Election – Tuesday, November 3, 2026
- MIB Canvass 1 – Thursday, November 5, 2026
- Provisional Canvass – Thursday, November 12, 2026
- MIB Canvass 2 & Certification – Friday, November 13, 2026

Unfinished Business

Mr. Watson provided the board with an update concerning a family member's involvement in a Carroll County candidate's campaign. He presented the "Watson 2025-2026 Participation Agreement," a comprehensive plan developed in collaboration with Mr. Gullo and Ms. Perrone, designed to ensure full compliance with the Ethics Board's requirements.

New Business

Mr. Foster recently recited the bylaws to remind both the board and the public that all participation must be prescheduled. Ms. Donaldson inquired whether this policy had changed. Mr. Gullo clarified that this policy remains unchanged and is particularly important to uphold during election periods to ensure that our established processes are not interrupted. The intention behind requiring prescheduled participation is to allow the board and staff to be adequately prepared and to have all necessary data on hand to answer questions thoroughly and effectively.

The Board revisited the plan for the 2026 Election Plan for ballot drop boxes following the initial presentation at the October 15, 2025, meeting. At the October meeting, the approval of the ballot drop boxes was tabled and Ms. Perrone was instructed to research the cost of a seventh box at the Manchester Police Department.

Ms. Perrone presented a cost estimate for adding a seventh ballot drop box for placement at the Manchester Police Department. After reviewing the provided data, Ms. Donaldson made a motion to approve the current plan, which retains six ballot drop boxes and postpone the addition of a seventh box at this time. Mr. Edelman seconded the motion, extending thanks to Ms. Perrone for the comprehensive data that aided the decision-making process. The motion passed unanimously, with Mr. Watson abstaining in accordance with ethics recommendations.

Ms. Perrone also reiterated two planned drop box relocations that will be implemented for the 2026 election:

- The drop box previously located at the former office (Robert Moton Center) will be moved to the new office at 1135 Business Parkway South, Suite 60, Westminster, MD 21157.
- The drop box previously located at Coppermine Pantherplex will be relocated to the Charles Carroll Community Center, 3719 Littlestown Pike, Westminster, MD 21158.

Signs will be placed at the old locations to notify voters of these changes, ensuring they are aware of the new ballot drop box sites.

Disclosure of Campaign Contributions

Ms. Donaldson contributed \$100 to RPAC – Realtor Political Action Committee.

Date of Next Meeting

The next scheduled meeting is Wednesday, December 17, 2025, at 10 am.

Adjournment

The motion for adjournment was made at 10:46 am by Mr. Watson and seconded by Mr. Edelman. The motion passed unanimously.