



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

AGENDA*

Carroll County Board of Elections
1135 Business Parkway South, Suite 60, Westminster
Wednesday, December 17, 2025
10:00 am

- I. Call Meeting to Order and Declaration of Quorum
- II. Welcome
- III. Additions to the Agenda
- IV. Approval of Meeting Minutes
 - a. November 19, 2025 – Open Meeting
- V. Correspondence
- VI. Attorney Report
- VII. Election Directors' Report
- VIII. Unfinished Business
- IX. New Business
 - a. FY27 Budget
- X. Disclosure of Campaign Contributions
- XI. Adjournment – Open Meeting

**This Agenda is subject to change*

Closed Meeting: A portion of the meeting will be closed in accordance with the Open Meetings Act, Title 10, Subtitle 5, section §3-305.

Public Participation: Members of the public may address the Board. Pursuant to §3.2B of the Board's bylaws, public participation at a meeting must be pre-scheduled and pre-approved by the President. To request approval to speak at a board meeting, contact Erin Perrone at 410-386-2081 or by email erine.perrone@maryland.gov no later than 5 pm the day before the meeting.



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

Election Directors' Report Wednesday, December 17, 2025

Public Information Requests

- Nothing to report

Important Meetings and Events

- December 18th – Erin & Jen – SBE/LBE Collaboration Meeting @ 10 am
- December 18th – Erin – Internal Election Director Meeting @ 11:45 am
- December 18th – Erin - State Board Meeting – Approval of Election Plan @ 1 pm
- December 25th – Holiday – Christmas – Office Closed
- January 1st – Holiday – New Year’s Day – Office Closed
- January 19th – Holiday – MLK, Jr Day – Office Closed
- January 20th – Erin & staff – MAEO Meeting @ 10 am
- January 20th – Erin & Jen – Budget Meeting with County @ 3 pm
- January 21st – Erin & Jen – Monthly Board Meeting @ 10 am

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 11/30/2025	DEM	REP	UNA & OTHER	TOTAL
Active Voters	33,039	64,596	34,193	131,828
Inactive Voters	1,388	2,752	1,749	5,889
TOTAL	34,427	67,348	35,942	137,717

Election Judges

- *Election Judges’ Manual*
- Begin assigning election judges for early voting & election day

IT/Warehouse

- Monthly maintenance
- Relabeling voting equipment for the primary election

Voter Outreach Events

- Nothing to report

Personnel

- Holiday Party – after the meeting on Wednesday, December 17 – out to lunch
- PEPs – due by mid-January

County Government

- FY27 Budget – Presented for approval under New Business

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

Object Number	Object	FY 26 Budget Total	FY 27 Request Total	Itemized Request	FY 26 Budget Total	FY 27 Request Total	Change
522101	Full Time	\$21,000	\$21,000	Board President \$5,000	\$5,000	\$5,000	\$0
				Board Members \$4,000 x 4	\$16,000	\$16,000	\$0
522201/522221	FICA/Medicare	\$1,600	\$1,600	FICA/Medicare Taxes	\$1,600	\$1,600	\$0
522111	Seasonal	\$0	\$0	Election judge and board member stipends to this line item. Budgeted under 544322 due to mechanics in the budget office.	\$0	\$0	\$0
522 Total		\$22,600	\$22,600	Personnel	\$22,600	\$22,600	\$0
533101	Conf/Seminar Registration Fees	\$6,200	\$6,200	2026 MAEO Conference - Ocean City, 9 staff, 5 board members and counsel (planned between 07/01/2025 to 06/30/2026)	\$4,200	\$0	-\$4,200
				One day biennial conference \$150 x 16 (non election years) - if planned between 7/1/26 to 6/30/27	\$2,000	\$2,000	\$0
				2027 MAEO Conference - Ocean City, 9 staff, 5 board members, counsel (if planned for 1/1/27 to 6/30/27)	\$0	\$4,200	\$4,200
533102	VehMilReim	\$7,750	\$7,750	2027 MAEO Conference - Ocean City; 346 miles x \$.70 = \$242.20 x 16 *depends whether the county increases or decreases the mileage reimbursement. Staff take their own vehicles because the reluctance of the county giving a county vehicle for that period of time	\$3,880	\$3,880	\$0
				One day biennial conference - 60 mile *.70 rate*16 employees	\$670	\$670	\$0
				Various Board Member and Staff Travel for meetings, to & from drop boxes for the 2026 primary election, to & from polling places and early voting centers **due to 6am and 10pm opening and closing times at early voting centers and drop box pick up requirements - not always ideal to come to the office to meet other staff approx 3,000 miles for 16 people	\$3,200	\$3,200	\$0
533104	Meals	\$5,200	\$5,400	For staff, board members, and counsel during General Assembly, State Board Meetings, MAEO Meetings, State Board Training, Election Judge Training, eight evenings of early voting, General Election Day, mail-in ballot and provisional canvasses, to and from SBE and other local boards as needed	\$3,000	\$5,200	\$2,200
				For board members on General Election Day	\$200	\$200	\$0
				Canvass team meals, drinks, coffee for five days of canvass	\$2,000	\$0	-\$2,000
533105	Park Fees	\$150	\$150	For staff, board members and counsel for any parking fees for meetings	\$150	\$150	\$0
533106	HotelMotel	\$20,090	\$20,380	2027 MAEO Conference - 15 rooms @ \$225 x 5 nights, for 1 conference in FY27	\$16,880	\$16,880	\$0
				Early voting and election day hotel stay for out of county employees	\$3,210	\$3,500	\$290
533 Total		\$39,390	\$39,880	Travel-Business/Conferences	\$39,390	\$39,880	\$490
544301	Advertising	\$2,750	\$2,750	Preparations for 2026 Gubernatorial General Election - advertising on social media and the Baltimore Sun/Carroll County Times as required by Election Law. This also includes voter outreach events.	\$2,750	\$2,750	\$0
544306	Print Fees	\$59,820	\$59,820	2026 Gubernatorial General Elections - Specimen (sample) ballots – State requirement; informs registered voters of the voting system, hours of early voting and election day, and candidates on the ballot. Used to update voter records.	\$51,820	\$51,820	\$0
				Voter Notification Cards - Used as notification for polling place changes, new voters, and party or address changes	\$5,000	\$5,000	\$0
				Postcards - mailing required with change of address notices	\$3,000	\$3,000	\$0
544322	CasualLabr	\$0	\$576,490	See CasualLabr Tab - Formula in cells to the right, pulling from CasualLabr Tab	\$0	\$576,490	\$576,490
544399	OthVendSer	\$621,750	\$811,682	Shredding - bi-monthly & bulk 1x/year	\$250	\$250	\$0
				TextMyGov	\$4,500	\$4,500	\$0
				Quarterly billing - Carroll County Allocation - This cost is estimated from the State Board of Elections for FY27	\$617,000	\$806,932	\$189,932
544501	Legal Fees	\$21,500	\$21,500	Board Attorney Retainer Fee	\$4,000	\$4,000	\$0
				Canvass (4-5 days; 8-12hrs), Election Day (15hrs) = \$9750 (5*10+15*\$150)	\$17,500	\$17,500	\$0
				Early Voting on call (8 days; 13 hrs per day - est 52hrs) [\$150/hour x 65+52]			
544609	AdvBrdPrDm	\$750	\$750	Advisory Board Per Diem	\$750	\$750	\$0
544702	EmploTrain	\$1,500	\$1,500	Office technology training, State Board of Elections required trainings for employees	\$1,500	\$1,500	\$0
544 Total		\$708,070	\$1,474,492	544 Total	\$708,070	\$1,474,492	\$766,422
555199	OtherRents	\$9,300	\$9,725	Table rental to polling places & early voting centers and delivery charges	\$1,700	\$1,700	\$0
				Election Day Polling Place rental - 4 location contingency	\$1,600	\$1,600	\$0
				Rental for early voting center	\$5,000	\$5,000	\$0
				Additional parking lot light rental for polling place and/or early voting center	\$1,000	\$1,425	\$425
555 Total		\$9,300	\$9,725	555 Total	\$9,300	\$9,725	\$425
566106	ComputSupp	\$3,500	\$3,500	Printer cartridge replacements for 6 printers x 3 times/year	\$3,500	\$3,500	\$0
				1 new printer and 1 new copier	\$0	\$0	\$0
566199	OthSup&Mat	\$13,850	\$14,850	Various supplies for office and elections: seals, supply bags, storage carts and polling place materials - updates required before 2024 election	\$12,000	\$13,000	\$1,000
				Other supplies and materials need to be increased to include multiple subscriptions. Baltimore Banner \$317.88/year, Baltimore Sun (\$95.52), Canva	\$550	\$550	\$0
				Election Judge Recognition for the 2026 Gubernatorial General Election	\$1,300	\$1,300	\$0
566 Total		\$17,350	\$18,350	566 Total	\$17,350	\$18,350	\$1,000
577101	CntyAgency	\$483,870	\$483,870	State Employee payroll taxes, retirement, healthcare, retiree health, unemployment and subsidy	\$483,870	\$483,870	\$0
577103	OthContrib	\$787,000	\$787,000	STATE EMPLOYEE SALARIES & OVT	\$787,000	\$787,000	\$0
577503	DuesMember	\$480	\$480	MAEO Association Fees for Board Members (5), Counsel (1), and Staff (10) = 16 * \$30	\$480	\$480	\$0
577 Total		\$1,271,350	\$1,271,350	577 Total	\$1,271,350	\$1,271,350	\$0
588308	OffFurnFix	\$500	\$500	Various small furniture replacements	\$500	\$500	\$0
588 Total		\$500	\$500	588 Total	\$500	\$500	\$0
		\$2,068,560	\$2,836,897	GRAND TOTAL	\$2,068,560	\$2,836,897	\$768,337