

# FREDERICK COUNTY BOARD OF ELECTIONS

The Bourne Building  
355 Montevue Lane, Suite 101  
Frederick, MD 21702  
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## MINUTES of the November 15, 2017 Monthly Meeting of The Frederick County Board of Elections

The meeting was called to order at 12:40 PM, in Room 108 of the Bourne Building at 355 Montevue Lane by the Board President, Mrs. Mary Lou Green.

### PRESENT:

Mary Lou Green, President	Stuart Harvey, Election Director
Mark P. Jeffers, Jr., Vice President	Noreen L. Schultz, Election Deputy Director
Lawrence C. Hill, Secretary	Marc R. Welch, Election Administrative Assistant
Carlotta C. Joyner, Board Member	
Daniel B. Loftus, Board Attorney	

### GUESTS

Rosemary Orthmann, with the League of Women Voters attended the meeting.

### ADDITIONS / CHANGES TO AGENDA:

Ms. Joyner requested addition of a discussion regarding instructional signs in polling places.

### APPROVAL OF MINUTES FOR OCTOBER 4, 2017 BOARD MEETING:

Mr. Jeffers made a motion to approve as written the minutes of the October 4, 2017 board meeting. Mr. Hill seconded the motion, and it passed unanimously.

### COUNCIL LIAISON COMMENTS:

Council liaison was not present for this meeting.

### ELECTION DIRECTOR'S REPORT:

Mr. Harvey led a discussion with the board of the recently completed City of Frederick, and Town of Thurmont elections.

Mr. Loftus complimented the work of staff and election judges during these elections.

Planning for the impending relocation of the office to 340A Montevue Lane, as well as for the 2018 gubernatorial election is underway.

## OLD BUSINESS

### FY18 BUDGET UPDATE:

Mr. Harvey provided an overview of budget accounts so far in FY18. He reports the Board has recovered money from the City election. October billing will be sent, this week, with November billing following in early December.

Money from the 2018 Primary Election printing budget was used toward furniture purchase for the new office.

The Board has been billed for the first quarter of FY18 by the State Board of Elections.

Mr. Harvey provided an overview of the budget report format.

### CITY OF FREDERICK 2017 MUNICIPAL ELECTION:

Mr. Harvey provided statistics regarding the recent City election. Early voting turnout over two days was approximately 1700, Election Day turnout was approximately 7000. The Absentee canvass processed 263 absentee ballots. Cumulative turnout was 21.5% of approximately 42000 eligible City voters.

### VOTER REGISTRATION VOLUNTEER TRAINING:

Mr. Harvey reported a Voter Registration Volunteer training session for the Republican Women's Club will take place on November 21, 2017.

### SBE BIENNIAL MEETING:

Mr. Harvey, Mr. Loftus, and the Board discussed information presented at last month's Biennial Meeting at the State Board of Elections.

### TOWN OF THURMONT ELECTION:

Mr. Harvey provided a further recap of the Town of Thurmont election. He reports there was a 10% turnout. Mr. Welch was on hand to assist with the opening of the polls, and Mr. Harvey and Shafiq Satterfield assisted with closing.

### OFFICE RELOCATION:

Mr. Harvey updated the Board on the impending office relocation to 340A Montevue Lane. New furniture has been ordered, with delivery expected in mid-December. There have been a series of meetings to discuss various aspects of the remodeling process, and the move. The tentative date of the move will be during the week of December 11, 2017. Office furniture may be delayed, so contingency plans will be made at an upcoming meeting on Friday, November 17, 2017.

Mr. Hill inquired about the costs for changing address on various pre-addressed forms, letterhead, business cards, etc. Mr. Harvey said there will be costs to update forms, and envelopes, but there would be minimal costs for letterhead, and business cards since we print those as needed in the office.

### CANDIDATE FORUM:

There was a Candidate's Forum presented by Frederick County Public Library on November 13, 2017. Mr. Harvey attended and provided an overview of policies, and procedures for filing for office.

Mr. Jeffers also attended the Forum, and expressed appreciation to the attendees, as well as to Mr. Harvey and Staff.

Mr. Harvey led discussion of the content of the meeting, and comments made by candidates and potential candidates.