

HOWARD COUNTY BOARD OF ELECTIONS

MEETING MINUTES

9770 Patuxent Woods Drive, Suite 200
Columbia, MD 21046

Monday, December 19, 2018 – 12:00 pm

Regular Open Board Meeting

ATTENDEES:

Board Members:

Donna K. Thewes	Board President, Republican Member
Ann M. Balcerzak	Vice President, Democratic Member (by conference call)
Patrick R. Mullinix	Republican Member
Diane L. Butler	Republican Substitute
Michael S. Molinaro	Board Counsel

Staff: Guy C. Mickley	Director
Charlotte B. Davis	Deputy Director
Phyllis A. West	Board Secretary

Absent: Raymond M. Rankin	Democratic Substitute (excused)
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Visitors: None

CALL TO ORDER AND DECLARATION OF QUORUM

Board President Donna Thewes called the meeting to order at 12:12 pm with an established quorum present. The Pledge of Allegiance was then given.

APPROVAL OF BOARD MEETING MINUTES

Draft copies of the minutes from the October 22, 2018 and November 6, 2018 meetings were provided to Board members by electronic mail prior to the meeting and a paper copy was distributed at the meeting. President Thewes asked for a motion to approve the October 22nd and November 6th minutes. Patrick Mullinix motioned to approve the minutes and Ann Balcerzak seconded the motion.

Action: The October 22, 2018 and November 6, 2018 minutes were approved by all present.

ADDITIONS OR CHANGES TO THE AGENDA

Board members made no additions or changes to the agenda.

CORRESPONDENCE

There was no correspondence to discuss.

PRESIDENT'S REPORT

Donna Thewes and Board members first thanked Board Secretary Phyllis West for her efforts and hard work in assisting the Board during this busy election year. Ms. Thewes then discussed the office website and the importance of providing up to date information after an election. Director Guy Mickley explained that since election results were still unofficial after both the Primary and General Elections due to recounts, we did not post official results until the election was certified. Board members discussed the issue and agreed that in 2019 there should be a focus on enhancing the website and keeping all information current.

President Thewes then reviewed the 2019 Tentative Schedule of Board Meetings prepared by Phyllis West for Board members to review. The Board agreed with the suggested change of dates to April 15 and November 18, 2019 due to the Easter and Thanksgiving holidays, respectively, and with cancelling the May 27 meeting due to the Memorial Day holiday and the MAEO Conference being held the previous week. President Thewes asked for a motion to accept the tentative schedule of Board meeting dates for 2019 as presented. Patrick Mullinix made a motion to accept the 2019 Tentative Schedule of Board Meetings as presented and Ann Balcerzak seconded the motion.

Action: The 2019 Tentative Schedule of Howard County Board of Elections Board Meetings was approved as presented all those in attendance.

DIRECTOR'S REPORT

Director Guy Mickley indicated his report would be brief.

- a. **General Election** -- He stated the State Board has certificated the 2018 General Election 10 days ago. The certification was delayed until a recount in another county could be completed. Howard County has referred two voters to SBE as having double-voted and these voters have been contacted.
- b. **Budget** – Mr. Mickley has submitted the budget proposal for the 2019-2020 budget year, which is 12% higher than the office's current budget. This increase includes expenses for new poll books, printers and chargers as well as funds covering potential raises for state employees. He reported that MAEO is in talks with SBE concerning that issue, and he is serving again on the MAEO personnel committee. A package has been prepared and is ready to present to Linda Lamone after the holidays. Donna Thewes stated that the staff deserves a raise and Howard County is an expensive county in which to live. Guy Mickley also reported that the County Budget Analyst reviewed our submission and asked for reduction options if needed. Guy Mickley stated that 95% of

our budget is unfunded state mandates and we justify all line item requests; therefore, we cannot offer any further reductions to our budget request.

- c. **Polling Place Consolidations** – Guy Mickley stated he is planning to consolidate additional polling places prior to the next election. There were no issues with those polling places that had been consolidated prior to the 2018 Elections. This consolidation will be done with adjacent lines and following Maryland law. Diane Butler said she believed these consolidations were a good idea and Donna Thewes agreed.

BOARD COUNSEL REPORT

Michael Molinaro, Esq., stated he had nothing to report.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

BOARD OF CANVASSERS MEETING

Donna Thewes asked for a motion to recess the Regular Open Board Meeting so that the Board of Canvassers could convene to approve several sets of Canvass Board minutes as well as to canvass more Absentee Ballots received after the Election. Patrick Mullinix made a motion to recess the meeting, which was seconded by Diane Butler.

Action: The Board voted to recess the Regular Open Board Meeting at 12:27 pm.

At the end of the Board of Canvassers Meeting, President Thewes reconvened the Regular Open Board Meeting at 12:41 pm and reported that three sets of Canvass Board Meeting minutes -- from November 8 (first Absentee Canvass), November 14 (Provisional and Absentee Canvass 2 – Part 1) and November 16 (Absentee Canvass 2 – Part 2) -- had been approved. In addition, fifty-nine (59) absentee ballots had been presented and rejected as late for the election.

Guy Mickley then discussed rescheduling the holiday party due to many of the staff being unavailable to participate on the scheduled date. After discussion, a new date was set for January 15, 2019.

ADJOURNMENT

There being no further business, Donna Thewes asked for a motion to adjourn the Regular Open Board Meeting. Patrick Mullinix made a motion to adjourn the meeting and Ann Balcerzak seconded the motion.

Action: Board members present voted to adjourn the meeting at 12:45 pm.

The next Regular Open Board Meeting of the Howard County Board of Elections is scheduled for Monday January 28, 2019 at 4:00 pm. There will be an Executive Session at the end of the meeting.

Respectfully Submitted,

Phyllis A. West, Board Secretary

Donna K. Thewes, Board President