

**Howard County Citizens' Election Fund Commission  
3430 Courthouse Drive  
Ellicott City, Maryland 21043**

**OPEN MEETING MINUTES**

A duly advertised public meeting of the Howard County Citizens' Election Fund Commission was held in the 1st Floor, Columbia-Ellicott City Conference Room, George Howard Building, 3430 Courthouse Drive, Ellicott City, Maryland, 21043 on November 12, 2019, at 6:00 p.m.

**Commission Members Present:**

Suzanne Geckle  
David Loeffler  
Mary Marker  
Douglas Miller  
Lillian Norris-Holmes  
Ginna Rodriguez-Panqueva

**Commission Members Absent:**

Wendy Slaughter

**Staff Members Present:**

- Charmaine Wilson, Chief - Bureau of Revenue Tax and Specialty Services, Department of Finance, assigned to assist the Commission pursuant to Code Section 10.310 (h).
- Brenna Punte-Pinos, Chief - Bureau of Water & Sewer & Miscellaneous Revenues, Department of Finance
- Kristen Bowen Perry, Deputy County Solicitor, Attorney for Finance
- Holly Sun, Budget Administrator, Budget Office
- Brook Mamo, Deputy Budget Administrator, Budget Office

As the Chair of the Commission, Ms. Geckle called the open meeting to order at approximately 6:04 p.m.

The following items of business were discussed in open session:

1. Approval of August 20, 2019 meeting minutes:
  - Mr. Miller requests that 3 changes are made to the minutes.
  - Mr. Miller motions to approve the minutes with the changes, Ms. Rodriguez-Panqueva seconded the motion. There was a unanimous vote to approve the minutes.
2. Schedule next meeting:
  - Next meeting is tentatively set for January 14, 2020 at 6:00 pm. If the meeting is cancelled due to snow, the Commission will meet on January 21, 2020 at 6:00 pm.

3. Recommended Funding Level:

- The Commission discussed the recommendation from Common Cause of total funding of \$2.3 - \$3 million, with ½ from FY21 budget and ½ from FY22 budget. They discussed several other factors including number of incumbent seats, estimates on how many people may run based on historical data, possible impacts of using the monies for the fund and taking away from other county services, state of the economy, etc.
- After polling each Commission member, it was determined that the total funding for the 2022 election to be requested would be \$1.9 million with \$750,000 included in the FY21 budget and the remaining \$1,150,000 included in the FY22 budget.
- Ms. Geckle motioned to accept these figures as the Commission's recommendation, Mr. Loeffler seconded the motion and there was a unanimous vote to accept these figures as the recommendation from the Commission.

4. Rules of Procedures:

- Ms. Marker asks for clarification on what "shall not be the chair or treasurer for an open campaign account" means as she is actively involved with Senator Guy Guzzone's campaign, however, does not deal with the finances. Attorney Perry will research the State law and provide feedback.
- There were several other changes requested. Ms. Geckle will make the requested changes and send to Attorney Perry for review and redline.
- Acceptance of the Rules of Procedure will be tabled and voted on at the next meeting.

5. Summary Guide and Manual:

- Montgomery County's summary guide and manual will be used as a reference and updated with specifics to Howard County's code.
- Ms. Wilson will ask Mr. DeMarinis from the Maryland State Board of Elections for system instructions, so that the screenshots in the manual can be confirmed and updated as necessary.
- Ms. Wilson will also ask Mr. DeMarinis to review the information from the Public Election Fund – Election Fund Cycle chart on page 9 and provide dates for the current election cycle. Attorney Perry suggests replacing the chart with an outline of the election cycle rules, i.e. number of days for each activity, etc. and adding a note referring to an exhibit for the actual current cycle dates. As a separate page, this should make updating it each cycle simpler.
- Ms. Perry will swap out the information as requested and send to the Commission members for review in a couple of weeks.

6. FAQ Template:

- The Commission members will review Montgomery County's FAQ link located on page 43 of their Summary Guide and provide changes to Ms. Wilson by January 3, 2020. Ms. Wilson will compile changes and forward to Commission members to be discussed at the next meeting.

7. Charter Review:

- The Commission agrees that there are no changes needed with the Charter at this time.
- Ms. Wilson will email the Charter Review Commission to let them know that no changes

are needed at this time.

8. Adjournment:

- Upon motion by Mr. Miller and seconded by Mr. Loeffler, the Commission voted unanimously to adjourn the open meeting at approximately 7:30 p.m.