

**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 virtually via WebEx on August 11, 2020, at 6:00 p.m.

Commission Members Present:

Suzanne Geckle
Wendy Slaughter
Douglas Miller
David Loeffler
Ginna Rodriguez-Panqueva
Lillian Norris-Holmes

Staff Members Present:

- Brenna Punté-Pinos, Chief - Bureau of Water/Sewer & Misc. Revenue, Department of Finance, assigned to assist the Commission pursuant to Code Section 10.310 (h).
- Kristen Bowen Perry, Deputy County Solicitor, Attorney for Finance
- Joanne Egnell, Administrative Analyst, Department of Finance

As the Chair of the Commission, Ms. Geckle called the open meeting to order at approximately 6:06 p.m.

The following items of business were discussed in open session:

1. Approval of June 10, 2020 meeting minutes:
Mr. Miller motions to approve the minutes as amended, Ms. Geckle seconded the motion. There was a unanimous vote to approve the minutes.
2. Schedule next meeting:
There were two meetings scheduled, October 6, 2020 at 6:00 p.m. and November 17, 2020 at 6:00 p.m.
3. Resignation of Commission member:
Mary Marker has resigned from the Commission due to conflict with a prior obligation. Councilwoman Rigby will have to appoint a new member.
4. Summary Guide & FAQ review:
 - Several updates were discussed amongst the Commission members.
 - Once updates have been incorporated the Summary Guide and FAQ will be circulated to the members for a final review before sending to the Board of Elections for approval.

5. Digital Signature requirement:

Digital Signatures are required for contributions.

6. Rules of Procedure:

- A draft of the Rules of Procedure was sent to Commission members prior to the meeting.
- The Rules of Procedure were discussed, and a new draft will be circulated to the Commission members.
- Commission members will review and send comments back to Ms. Punté-Pinos to be incorporated into the draft and sent back to the members for review.
- Attorney Perry discussed the Howard County Administrative Procedure Act (APA), which outlines to steps required after the Commission has adopted the Rules of Procedure.

7. Adjournment:

Upon motion by Mr. Miller and seconded by Mr. Loeffler, the Commission voted unanimously to adjourn the open meeting at approximately 7:33 p.m.