

## St. Mary's County Board of Elections

23250 Leonardtown Hollywood Road  
Leonardtown, MD 20650

### Board Meeting Minutes of 5 May 2021

#### Present:

##### **Board Members:**

Rebecca Wathen, Board Secretary (D)  
Kenneth Boothe, Member (R)  
Ann Raley, Member (D)  
Mary Coombs, Member (R)

##### **Staff Members:**

Wendy Adkins, Director  
Susan Julian, Deputy Director

#### Absent:

Jack Payne, Board President (R)  
Cynthia Panos, Board Attorney

At 9:08 AM, Ms. Becky Wathen, Board Secretary, determined that there was a quorum present and called the meeting to order. Ms. Wathen welcomed the guests who had joined us.

#### Guests Present:

Via Telephone, Alexis Schaeffer  
In Person, Miriam Klapka

#### Documents Distributed:

- Meeting Minutes of March 3, 2021
- HB 1048 – Permanent Absentee Ballot List
- HB 745 – Early Voting Centers
- HB 222 – Value My Vote Act
- HB 206 – Early Voting Centers – Hours of Operation
- HB 156 – Student and Military Voter Empowerment Act

**Approval of Minutes:** The minutes of the March 3, 2021 meeting were presented. A motion was made by Ms. Raley to approve the minutes, with corrections from the floor, seconded by Mr. Booth. Motion carried.

**Meeting Agenda:** The meeting agenda was reviewed. No revisions or additions were noted.

**Director's Report:** Ms. Adkins reported the following:

- **GIS Mapping:** Ms. Adkins reported that she, Susan and Tae had begun working with St. Mary's County GIS Manager to start the street file clean up in preparation for the re-districting. There is not expected to be changes in the numbers, but lines will be redrawn. Law suits have already been filed.
- **Building Upgrades:** Ms. Adkins reported that the building upgrades were moving forward. New flooring has already been placed in the hallway downstairs and the large room at the end. This same new flooring will be placed throughout the building except in the warehouse area which will utilize a stronger flooring due to the weight of the equipment. The power is being relocated and upgraded from the "Friends of the Library" area to our warehouse area for the equipment usage. A new back door will be installed.
- **Poll Book Project:** Ms. Adkins reported that the State Board of Elections Request for Proposal had closed. Proposals had been submitted and oral proposals will be presented in March. Award of the new contract is expected by July 2021. A mock election is expected to be held in the November/December 2021 timeframe to test the new poll books.

- **Early Voting Sites:** Ms. Adkins advised that she has requested a budget realignment for the second voting site in St. Mary's County that will now be required by law. The anticipated cost is estimated at \$190,300 which is based upon the costs of the first early voting center. Equipment costs will vary based upon the required voting equipment and poll books that will be needed and will have to be ordered.
- **Ethics Filing:** Ms. Adkins reminded all Board Members that their ethics filings are due no later than 30 April 2021.
- **Board of Election Shirts:** Ms. Adkins advised the Board Members to see Susan prior to leaving for the day to order their shirt.

#### Old Business:

- **MAEO Conference:** The MAEO Conference has been tentatively scheduled for the week of August 23 through August 26. MAEO Conference attendance is optional.
  - Monday - Check-in day
  - Tuesday - MAEO Conference meetings
  - Wednesday - will be the State Meeting where attendance is mandatory (or you must be excused by Ms. Linda Lamone)
  - Thursday - MAEO Conference meetings
  - Ms. Adkins requested you provide your reservation confirmation number to Susan.
- **Legislation:** Ms. Adkins provided copies of the following Bills which passed both houses and are on the Governor's desk for signature.
  - HB 1048 – Permanent Absentee Ballot List
  - HB 745 – Early Voting Centers
  - HB 222 – Value My Vote Act
  - HB 206 – Early Voting Centers – Hours of Operation
  - HB 156 – Student and Military Voter Empowerment Act

#### New Business:

- **Early Voting Site:** Ms. Adkins advised that HB 745 requires St. Mary's County to add an additional early voting site. The St. Mary's County Commissioners may be looking for a third site and will advise the Board of Elections if a third site is approved by them. Staffing these Early Voting sites with judges will be a challenge. Lessons Learned from last year revealed that judges would not be able to work the entire early election cycle without a break. More to come on election judge rules. Possible sites for the southern end of the County are as follows:
  - **Carver Recreation Center** – Has been visited in person and is a second choice. However, it is only large enough to hold the judges and the equipment. All voter lines would be outside and there is no electioneering area.
  - **Lexington Park Rescue Squad** – Have had email correspondence with them, but no additional response has been received
  - **Chesapeake Carter School** – Have both emailed and spoken with them and provided specific information with no response. This will likely not be a viable option as kids will be in school and there are concerns regarding security, parking, and traffic.
  - **Bay District Fire House** – A site visit has been scheduled for this afternoon.
  - **Other Suggestions:**
    - **Frank Knox (owned by the military)** – Ms. Raley will assist in identifying a POC for this location.
- **North End Possible Locations:** Mechanicsville Volunteer Fire Department and Charlotte Hall Veterans Home.

- Registered voters by area are as follows:
  - South End                    34,419 voters
  - Middle                        24,187 voters
  - North End                    16,100 voters

The St. Mary's County Commissioners will need to approve and request the third early voting center.

**Next Meeting:** The next meeting will be June 2, 2021 at 9 AM in the Leonardtown office.

A motion was made by Ms. Coombs to adjourn the meeting, seconded by Mr. Boothe. Motion carried. The meeting adjourned at 9:42 AM.

Respectfully Submitted,



Rebecca J. Wathen  
Board Secretary

