

## St. Mary's County Board of Elections

23250 Leonardtown Hollywood Road  
Leonardtown, MD 20650

### Board Meeting Minutes of 7 July 2021

#### Present:

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

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

Absent: None

At 8:33 AM, Mr. Jack Payne, Board President, determined that there was a quorum present and called the meeting to order. There were no guests present.

Guests Present: None

#### Documents Distributed:

- Meeting Minutes of June 2, 2021
- Candidate List Report
- MAEO Registration Schedule
- MAEO Annual Meeting Agenda
- Letter to St. Mary's County Commissions RE: Third Voting Center
- Local Board of Elections Response to 2020 Audit of Election Procedures and Operations of 6/23/2021
- State Board of Elections Audit Results of the 2020 Presidential Primary and General Elections Procedures and Operations dated June 10, 2021
- 2022 Maryland Primary Central Committee Candidates Information Sheet

Approval of Minutes: The minutes of the July 7, 2021 meeting were presented. A motion was made by Ms. Wathen to approve the minutes, with corrections from the floor, seconded by Ms. Coombs. Motion carried.

Meeting Agenda: The meeting agenda was reviewed. The Democratic Central Committee Memo was added.

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

- **Return to Work:** Ms. Adkins reported that on July 1, 2021, the office would be open to the public. LBE Employees will continue to telework part time. The office will be covered at all times.
- **Redistricting Board:** The St. Mary's County Commissions are due to select the members of their redistricting Board on July 13, 2021 and will advise the LBE of the members selected.
- **Sexual Harassment Training:** The office staff has completed their annual Sexual Harassment Training. Board members will have their training at the MAEO Conference.
- **2022 Primary Candidate List:** List showing filers to date was distributed.
- **Building Renovations:** Status on the Lobby, Doorbell and Additional door were provided. There is also a snake loose in the building.

**Old Business:**

- **MAEO Conference:** The MAEO Conference Tentative Agenda and Registration Table schedule were provided to the Board members. Ms. Adkins reminded Mr. Payne that he would be leading the Pledge of Allegiance on the first day.
- **Early Voting Centers:** Ms. Adkins advised that the letter had been sent to the Commissioners regarding adding a third early voting site. Ms. Adkins has been requested to attend the July 13<sup>th</sup> Commissioners meeting, along with Ms. Julian and Ms. Panos. This item was placed on the Commissioner's agenda because the Board President was contacted regarding the "third optional" site. The "Governing Body" must approve the third site and be able to fund all expenses and concurrence must be obtained from the LBE and SBE. All early voting site selection submissions and approvals must be submitted to the SBE no later than November 29, 2021. The Mechanicsville Volunteer Fire Department has been booked in the event that a third site is approved. Also Bay District Volunteer Fire Department and the Hollywood Volunteer Fire Department have been booked through 2028.

**New Business:**

- **SBE 2020 Election Audit:** The SBE Audit Findings and LBE responses were provided to the Board members. Due to the deadline for a response from the LBE, the response was unable to be vetted by the Board members before submission. Areas noted included Ballot Accounting, Post-Election Audit, Voters with Multiple Credit, and Canvassing Minutes. The LBE will implement procedures for future elections to prevent a re-occurrence of these findings.
- **Maryland Democratic Central Committee Filings:** The statement from the DCC was distributed to Board members. The subject of the memo was gender balancing.

**Next Meeting:** The next meeting will be August 4, 2021 at 9:00 AM.

A motion was made by Ms. Wathen to adjourn the meeting, seconded by Ms. Coombs. Motion carried. The meeting adjourned at 9:07 AM.

Respectfully Submitted,

  
Rebecca J. Wathen  
Board Secretary