



The Charles County Board of Elections held its regular monthly board meeting on September 19, 2024 at 201 East Charles Street, La Plata, Maryland, 20646 at 9:00 a.m.

**I. Declaration of Quorum Present:** The meeting was called to order by Board President Hancock at 9:00 a.m. Attendees present were:

Board Members: Sharon L. Hancock  
Norma Jean Gibson  
Melanie Boston-Holland  
Norris Hanes  
Jacqueline Gray

Board Attorney: Karen Selby

Staff: Tracy A. Dickerson  
Chris McDougal  
Alexandria Horn  
Wade Beswick

- II. Approval of June's Minutes:** A motion was made by Vice President Gibson to accept June's minutes; motion seconded by Secretary Boston-Holland; unanimously approved.
- III. Additions to the Agenda:** No additional agenda items, agenda adopted as presented.
- IV. Old Business:** Old business was discussed in a closed session.
- V. Closed Session:** At 9:08 a.m. the Board went into a closed session to discuss personnel. At 9:31 a.m. the Board unanimously agreed to conclude the closed session.
- VI. New Business:** Vice President Gibson, Secretary Boston-Holland and Member Hanes all disclosed that they are administrators of various Facebook pages, however they do not comment. Member Hanes reported that he attended an event for Larry Hogan in Waldorf. President Hancock shared that she may or may not attend the Central Committee Crab Feast. Vice President Gibson shared that she attends a regular monthly meeting for the Republican Women of Charles County and that she will be attending a fall picnic for the Maryland Federation of Republican Women this Sunday, September 22, 2024.
- VII. Election Director's Report:**
- Director Dickerson announced that Refresher Training for the 2024 General Election is on-going through the end of September and is going very well.

- Director Dickerson informed the Board that proofed ballots are posted on the windows in the front office as well as on our web-site and the State Board's web-site.
- Director Dickerson informed the Board that L&A for mail-in canvass was completed on September 10, 2024.
- Director Dickerson announced that Post-Election Manual Audit Numbers have been received.
- Director Dickerson informed the Board that there are 7 polling sites remaining to be evaluated. Board members all selected sites to evaluate.
- Director Dickerson reminded the Board that swearing-in will take place on October 10, 2024 at 10 a.m.
- Director Dickerson announced to the Board that Mail-In 1 Early Canvass will be on October 15, 2024 at 10 a.m. and that the Public Demonstration will take place on October 18, 2024 at 10 a.m.
- Director Dickerson also informed the Board that the Notice of Canvassing will be going out today.
- Deputy Director McDougal informed the Board that she has exceeded her goal of 630 Election Judges and is now at 643 assigned judged. 458 Democrats, 107 Republicans, and 77 others.
- Deputy Director McDougal announced that Program Assistant Monica Ivey is no longer with the office as of 9/17/2024.
- Deputy Director McDougal reported that Charles County has 16,343 accepted Mail-In ballot applications.
- Deputy Director McDougal also informed the Board that staff has gone to all Charles County High Schools this week for Voter Outreach and Voter Registration.
- Program Manager Beswick announced that Post Election maintenance is complete and pollbooks and scanners have been charged.
- Program Manager Beswick informed the Board that drop boxes have all been delivered to their appropriate locations.
- Program Manager Beswick also informed the Board that signal testing will be conducted on October 1, 2024 for all Early Voting sites.

**VIII. Board Attorney Report:** Board Attorney Selby announced that she has reviewed letters from the NAACP Charles County Chapter and from the League of Women Voters.

**IX. Next Board Meeting:** The next Board Meeting will be October 10, 2024.

**X. Adjournment:** At 10:00 a.m. Member Gray made a motion to adjourn meeting; motion seconded by Secretary Boston-Holland; unanimously approved.

*M BHM* 9:45 AM  
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