

The Charles County Board of Elections held its regular monthly board meeting on June 14, 2023 at 201 East Charles Street, La Plata, Maryland, 20646 at 10:00 a.m.

- I. **Board Swearing In:** At 10:01 a.m. the newly elected Board Members were sworn in by Charles County Clerk of the Court Lisa E. Yates.
- II. **Declaration of Quorum Present:** Director Dickerson declared a quorum present at 10:12 a.m. Attendees were:

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

Staff: Tracy A. Dickerson
Chris McDougal
D. Wade Beswick
Alexandria Horn
Sharonda Munson
LaVon Brown
Charlene Yates
Kevin Meador
Luke Beswick

Public: Stacy Lehn
Francis Gibson
Zalie Harris
Jerry Feith
Susie Salamy
Raymond Salamy
Henry Thompson
Joyce Tippet
James Emerson Ashburn
Michelle Talkington
Roseanne Markham

III. Election of Officers:

- a. **President:** A motion was made by Member Gibson to elect Sharon L. Hancock as Board President; motion seconded by Member Boston-Holland; unanimously approved.
- b. **Vice President:** A motion was made by Member Hanes to elect NormaJean Gibson as Board Vice President; motion seconded by President Hancock; unanimously approved.

- c. **Secretary:** A motion was made by President Hancock to elect Melanie Boston-Holland as Board Secretary; motion seconded by Member Gray; unanimously approved.

IV. Meeting Called to Order: At 10:15 a.m. Meeting was called to order by President Hancock.

V. Introductions: Public attendees introduced themselves and Director Dickerson introduced staff members.

VI. Approval of May's Minutes: Director Dickerson presented the Board with emails from the previous Board Members stating the minutes accurately reflected the meeting. A motion was made by President Hancock to accept the minutes from the May meeting; motion was seconded by Member Gray; unanimously approved.

VII. Additions to the Agenda: No additional agenda items, agenda adopted as presented.

VIII. Election Director's Report:

- Director Dickerson handed out welcome packets to Board Members which contain a congratulatory letter from Maryland's Election Administrator Linda Lamone, Standards of Election Officials, a summary of Federal Election Laws, Guidelines to conducting Board Meetings and writing minutes, Maryland Public Ethics Law Summary, and Pre- and Post-Meeting Activity Notices.
- Director Dickerson informed the Board that they are required to fill out financial disclosures through the Maryland Ethics Commission annually. Director Dickerson will notify the Board via email when financial disclosures are due.
- Director Dickerson also informed the Board that two members are required to take the Open Meetings Act training. All members agreed to take the training and will email certificates of completion to Director Dickerson.
- Director Dickerson handed out a copy of the by-laws for review. Vice President Gibson questioned the use of political signage on personal property and if members could wear political affiliated clothing to which Director Dickerson answered "Not in any official election capacity." Secretary Boston-Holland had a question of whether or not spouses could make monetary donations to Parties, to which Director Dickerson replied in the affirmative. Secretary Boston-Holland inquired if the Board was required to attend any trainings. Director Dickerson informed the Board that they are required to attend a the mandatory Biennial meeting in October held in Annapolis.
- Director Dickerson informed the Board that current Board Attorney Louis P. Jenkins, Jr. has tendered his resignation but has agreed to give legal advice until a replacement is selected. The Board is responsible for recruiting and selecting a new Attorney. Public attendee James Emerson Ashburn asked what the requirements are for selecting a Board Attorney. Director Dickerson answered that the candidate must be a registered voter in Charles County and Board Certified in the State of Maryland.

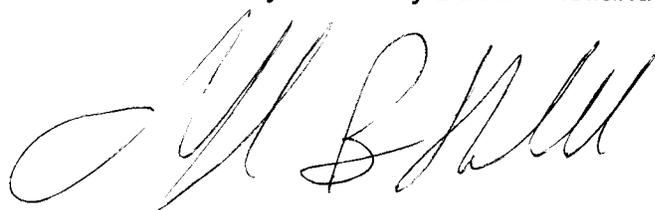
- Deputy Director McDougal supplied statistics on voter registration informing the Board that there are currently 8,948 permanent absentee voters in Charles County. Director McDougal also noted that currently no candidates have filed to run for the Board of Education at Large contest. Director Dickerson elaborated on how the Board of Education runs for office.
- Deputy Director McDougal informed the Board that three staff members (Alexandria Horn, Sharonda Munson, and herself) are to attend the State Board of Elections' (SBE) List Maintenance Training on July 26, 2023.
- Deputy Director McDougal announced to the Board that Voter Registration and Election Judge Recruitment is going well. Out of the 700 election judges needed, 526 have agreed to work the 2024 election cycle. Voter registration and recruitment outreach initiatives have included attending Project Graduation, and Charles County teacher orientation which will be held for three days in August.
- Program Manager Beswick welcomed the new Board Members and announced that the new electronic pollbook system is close to being implemented and that he and Kevin will attend Subject Matter Expert training toward the end of the summer.
- Program Manager Beswick invited the Board to join him for a tour of the office and warehouse after the meeting's adjournment.
- Director Dickerson presented the Board with 2023 and 2024 Election Planning calendars, as well as personalized Board of Election nametags to identify each Member whenever they are representing the Board of Elections.
- A motion was made by Member Gray to approve the by-laws; motion seconded by Secretary Boston-Holland; unanimously approved.

IX. Old Business: No old business to discuss.

X. New Business: No new business to discuss.

XI. Next Board Meeting: The next Board Meeting will be held on July 20, 2023 at 9:00 a.m. Unanimously approved.

XII. Adjournment: At 10:50 a.m. President Hancock made a motion to adjourn the meeting; motion seconded by Secretary Boston-Holland; unanimously approved.



7/20/23