



The Charles County Board of Elections held its regular monthly board meeting on September 21, 2023 at 201 East Charles Street, La Plata, Maryland, at 9:00 a.m.

- I. **Declaration of Quorum Present:** The meeting was called to order by Board President Hancock at 9:03 a.m. The Pledge of Allegiance was received and President Hancock extended from all a welcoming greeting to new Board Attorney Karen Selby. Attendees present were:

Board Members:	Sharon L. Hancock Norma Jean Gibson Melanie Boston-Holland Jacqueline Gray Norris Hanes
Board Attorney:	Karen Selby
Staff:	Tracy A. Dickerson Chris McDougal Wade Beswick Kevin Meador Luke Beswick

- II. **Approval of August's Minutes:** A motion was made by Member Norris to accept August's minutes; motion seconded by Member Gray; unanimously approved.
- III. **Additions to the Agenda:** No additional agenda items, agenda adopted as presented.
- IV. **Election Director's Report:** Director Dickerson explained to the group that the Drop Box Approval Plan was sent to the State Board of Elections (SBE) on 24 August, and that she is currently working on the Early Voting (EV) plan, then moving to Election Day (ED) polling place planning. Additionally, the Director announced:
- All staff completed SBE-mandated Sexual Harassment Prevention training on 21 September.
 - SBE's Biennial Meeting will replace the October Board of Supervisors meeting.
 - Claire Mower retired 01 September and job has been posted, closing 26 October.
 - Deputy McDougal shared she is recruiting judges but encountering a shortfall of Republican-registered judges. Vice-President Gibson has been reaching out to encourage Republican-registered voters to consider serving as a judge. President Hancock requested a fee schedule for judges and Director Dickerson furnished the information. Director Dickerson suggested that all Board Members attend a judge training class. Secretary Boston-Holland inquired what are the expectations for Board Member-conducted EV & ED polling place surveys, and Director Dickerson replied.
 - Deputy McDougal announced that her staff now has access to a new commercial folding machine, and voter registration cards are being printed & mailed to voters. Deputy McDougal also announced that ERIC reports are coming in to the office more

frequently. In addition, Alex recently successfully completed SBE's Voter Registration 101. In response to an inquiry Deputy McDougal said that Absentee Registrations are around 8900 currently.

- Director Dickerson described a recent office visit from SBE's new Administrator Jared DeMarinis ; it was a successful visit, complete with a staff photo!
- The Board inquired as to confidential status for themselves, the Director responded she will inquire with SBE and report back to the Board.

V. **Board Attorney Report:** Sherri welcomed Karen Selby as the new Board attorney. Karen introduced herself, and contact information between Members was exchanged.

VI. **Old Business:** None.

VII. **New Business:** The Biennial State Meeting in Annapolis will replace the regular Board Meeting in October. It was agreed the November meeting will be cancelled unless any new business is presented. December's meeting will be held 07 December at 9:00 a.m. to present the budget to the Board and forward it to the County for review.

VIII. **Next Board Meeting:** The next Board Meeting will be held on 07 December, 2023 at 9:00 a.m. Unanimously approved.

VIII. **Adjournment:** At 9:38 a.m. Member Gray made a motion to adjourn meeting; motion seconded by Secretary Boston-Holland; unanimously approved.



Handwritten signatures and date: 12/7/23