

~~Katherine O'Malley-Simpson, President~~
Fern G. Brown, Vice President
Norman J. Saunders, Secretary
Craig J. Renner, Member
Dorothy C. Duffield, Member
Louis P. Jenkins, Jr., Attorney



Tracy A. Dickerson, Election Director II
Mary C. McDougal, Election Deputy Director II
Claire S. Mower, Election Supervisor II
Karl A. Richardson, II, Information Systems Spec.
Sharonda Munson, Election Data Appl. Spec. II
Wade Beswick, Election Data Appl. Spec. II
LaVon Brown, Election Data Appl. Spec. II
Shelby E. Trice, Election Admin. Assistant II

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The Charles County Board of Elections held its regular monthly board meeting on Tuesday, December 4, 2018, at 201 East Charles Street La Plata, Maryland, 20646 at 11:00 am.

- I. Declaration of Quorum Present:** Katherine O'Malley-Simpson
Fern Brown
Dorothy Duffield
Norman Saunders
Craig Renner

Louis Jenkins, Board Attorney

Staff: Tracy A. Dickerson
Shelby E. Trice

- II. Approval of October 2018 Minutes:** Fern Brown made a motion to accept the October minutes, seconded by Dorothy Duffield. Unanimously approved.

- III. Additions to the Agenda:** N/A

IV. Election Director's Report:

- Tracy discussed with the board the budget for FY20, with the revisions of increasing the pay for election duties for the incoming board. Tracy discussed that there is an increase from FY19 due to the proposed raises for LBE staff. Tracy informed the board that these job descriptions have been approved through The Department of Budget and Management (DBM) and needs to be approved by the State Board.
- Tracy discussed with the board that we are in need of more equipment to hopefully cut down on the long lines caused by having only one scanner at the majority of our polling places, and a two-page ballot. Tracy talked about the space needed for the equipment and how we do not have any more space in our office.

- Tracy and the board discussed speaking with the Commissioners about increasing our work space or finding a larger office space to accommodate the increase in equipment. Tracy informed the board of the state requirements to move the office.
- Tracy informed the board that the equipment should be released on December 11, 2018.

V. Board Attorney Report: N/A

VI. Old Business: N/A

VII. New Business: Dorothy Duffield made a motion to accept the budget for fiscal year 2020 with revisions, seconded by Fern Brown. Unanimously approved.

VIII. Next Board Meeting: The next Board Meeting will be held on January 17, 2019.

IX. Motion to Adjourn: Norman Saunders made a motion to adjourn, seconded by Fern Brown. Unanimously approved.

A handwritten signature in black ink, appearing to read "Norman J. Saunders". The signature is written in a cursive style with a large, sweeping initial "N".