

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 Specialist
Tina M. Twigg, Election Data Appl. Spec. II
Wade Beswick, Election Data Appl. Spec. II
LaVon Brown, Election Data Appl. Spec. I
Shelby E. Trice, Election Admin. Assistant II

Charles County Board of Elections
P O Box 908
La Plata, MD 20646
Phone (301) 934-8972
(301) 870-3167
Fax (301) 934-6487

The Charles County Board of Elections held its regular monthly board meeting on Thursday, September 21, 2017, at 201 East Charles Street La Plata, Maryland, 20646 at 9 a.m.

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

Louis Jenkins, Board Attorney

Staff: Tracy Dickerson
Mary McDougal
Shelby E. Trice

- II. Approval of May 2017 Minutes:** Dorothy Duffield made a motion to accept the minutes with grammatical error corrections, seconded by Fern Brown. Unanimously approved.

III. Additions to the Agenda: N/A

IV. Election Director's Report:

- Tracy Dickerson welcomed Shelby Trice to the Charles County Board of Elections as Administrative Assistant II.
- Due to construction of Dr. Samuel A. Mudd Elementary School, Precinct 6-7, Tracy Dickerson has surveyed and proposed the temporary polling place Arthur Middleton Elementary School located at 1109 Copley Ave, Waldorf, MD 20602. Tracy expressed the school's generous attitude in having this as a temporary polling place. Tracy will add 2 handicapped parking places to accommodate voters to the polling place entrance. Norman Saunders motioned to accept the temporary polling place, seconded by Fern Brown. Unanimously approved. The change will also be posted on the Charles County Board of Elections website.
- Karl Richardson and Wade Beswick are replacing the CMOS batteries in each poll book. They have also been preparing the new work station for Shelby. The maintenance of the voting equipment has been completed.

- Mary McDougal reported that voter registration has been slow, as well as candidate filing. The office is currently purging old records, and verifying that each one is scanned prior to shredding.
- Tracy gave each board member the draft agenda for the Biennial 2017 conference as well as a new 2018 Election calendar. Open Meeting Acts training has been completed by Louis Jenkins, Katherine O'Malley-Simpson, Tracy Dickerson, Shelby Trice, Fern Brown and Dopper Duffield. Katherine O'Malley-Simpson motioned for Fern Brown and Dopper Duffield be the Open Acts representatives for the Board, seconded by Craig Renner. Unanimously approved.
- Dorothy Duffield motioned that the Biennial Conference would serve as the October board meeting, seconded by Fern Brown. Unanimously approved.

V. Board Attorney Report: No news at this time.

VI. Old Business: N/A

VII. Next Board Meeting: November 16, 2017. There will be no meeting in October due to the Biennial conference.

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

A handwritten signature in cursive script, appearing to read "Norman Saunders".