

St. Mary's County Board of Elections

23250 Leonardtown Hollywood Road
Leonardtown, MD 20650

Board Meeting Minutes of 6 March 2024

Present:

Board Members:

Rebecca Wathen, Board President (D)
Mary Coombs, Board Secretary (R)
Jack Payne, Member (R)
Darlene Johnson, Member (D)
Ann Raley, Member (D)

Staff Members:

Wendy Adkins, Director

Cynthia Panos, Board Attorney

Absent: Susan Julian, Deputy Director

At 9:30 AM, Ms. Rebecca Wathen, Board President, determined that there was a quorum present and called the meeting to order. President Wathen announced that the meeting was being recorded for the purpose of preparing the minutes.

Guests Present: The guests present signed in and were welcomed by President Wathen. The sign in sheet is attached.

Documents Distributed:

- February 7, 2024 Minutes
- Candidate Listing
- Precinct Voter Counts
- Polling Place Assignment List

Approval of Minutes: The minutes from the meeting held on February 7, 2024 were presented. Mr. Jack Payne made a motion to approve the minutes, with corrections from the floor, seconded by Ms. Darlene Johnson. Motion carried.

Meeting Agenda: The meeting agenda was reviewed. No changes were made.

Director's Report: Ms. Adkins reported the following:

- **Candidate Filing List:** Ms. Adkins provided the final candidate listing. The full list is available on the website.
- **Voter Count:** The current voter count by precinct was provided. Voters have until April 23, 2024 to change affiliation. There is one official additional party in Maryland – the No Label Maryland Party.
- **Ballot Drop Boxes:** Ms. Adkins advised that she had met with the transportation company and that the drop boxes will be delivered during the last week of March 2024. The boxes will be checked once a day until the Friday before the Election and will then be checked twice a day.
- **Swearing In Of Staff:** Ms. Adkins advised that the Ballot Drop Box procedures and the Nursing Home procedures now require that individuals assigned to these tasks be sworn in. It was requested that Ms. Adkins be delegated this duty. A motion was made by Ms. Mary Coombs to delegate the swearing in of personnel to support these tasks to Ms. Adkins, seconded by Mr. Jack Payne. Motion carried.

- **Mail In Ballots:** As of March 5, 2024, 7946 MIB Applications have been accepted for the 2024 Primary Election. Of those 7946, 6763 are permanent MIB voters.
- **New Poll Book System:** Ms. Adkins reported that the contract for the new poll book system with Demtech has been terminated by SBE. They will start the process again.
- **Ballot Proofing:** The proofing of the 2024 Presidential Ballot has begun. SBE will have it finalized by the end of this week. The ballot is required to be displayed in the office by March 11, 2024 and will be displayed on the website.
- **MAEO Meeting:** As this is an Election Year, MAEO will be a one-day meeting with a virtual option. More information will be provided when available.

Old Business:

- **Important Dates:** The calendar has been updated to add an additional day for Chief Judge's training providing four days instead of three days. Board members should plan to attend at least one of the Chief Judge's training sessions. The training starts at 5:30 PM.

New Business:

- **Polling Place Assignments:** Ms. Adkins distributed a draft polling place assignment list for the Primary Election. Final copies will be provided as we get closer to Election Day.
- **Polling Place Evaluation Forms:** SBE has not finalized the polling place evaluation forms at this time. Ms. Adkins advised that she would make copies for the Board Members and provide to them once received.
- **Election Night Drop Box Pick-Up:** There are two locations where drop boxes will be that are not polling places. Board members will need to be at the drop box location on Election Night in order empty the Drop box, secure the box, and return the ballots to the office. Great Mills High School will be picked up by Ms. Mary Coombs and Ms. Ann Raley. Valley Lee Firehouse will be picked up by Mr. Jack Payne and Ms. Darlene Johnson. Instructions will be provided.

Next Meeting: Due to all the L&A Testing, Canvassing, and Election Day activities, the next meeting will be held on June 5, 2024 at 9:00 AM.

A motion was made by Mr. Jack Payne to adjourn the meeting, seconded by Ms. Darlene Johnson. Motion carried. The meeting adjourned at 9:46 AM.

Respectfully Submitted,

Mary Coombs
Board Secretary

