

## MINUTES

February 6, 2019

### MEETING OF THE ALLEGANY COUNTY BOARD OF ELECTIONS 701 Kelly Road, Room 231, Cumberland, Maryland

Present: Richard DeVore, President  
Armand Pannonia, Board Attorney  
Georgia Martin, Member  
JoAnn Spiker, Member  
John T. Stakem, Member  
Diane Loibel, Election Administrator

Absent: Ronald Levasseur, Member

#### Call to Order:

Mr. DeVore called the meeting to order at 9:05 A.M., at which time a quorum was established.

#### Minutes:

Mr. DeVore called for alterations, corrections, and/or approval of the minutes.

MOTION: Mrs. Spiker motioned to accept the December 5, 2018 minutes as written.

SECOND: Mr. Stakem

ACTION: Favorable and unanimous.

Additions: None

Attorney's Report: None

ADMINISTRATOR'S REPORT:

#### **OLD BUSINESS:**

MAEO Conference: Ms. Loibel reported that the annual MAEO Conference will be held on May 21<sup>st</sup> – 24<sup>th</sup>. Western Maryland will be hosting this year's conference in Ocean City. Staff members will be traveling down a day early to provide assistance putting the registration packets together. Brandon Butler will give the welcome address on Tuesday morning.

## **New Business:**

FY 20 Budget: Mrs. Loibel reported that she began work on the FY20 Budget request. She indicated that she would like to request salary adjustments for all staff members along with an increase for election judges who will be implementing Same Day Registration at all polling places in 2020. Mrs. Loibel will be requesting 3 additional ballot scanners, 7 ballot boxes, 36 additional pollbooks and printers for Same Day Registration, 3 blue ballot bins, and barcode scanners and stands for polling places. We will also be requesting additional money for new pollbooks and printers which was not included in SBE's budget request that we received.

Financial Disclosures: Mrs. Loibel stated that the State Ethics Commission launched a new financial disclosure system that went into effect on January 2<sup>nd</sup>. Current members should have received an email to confirm your account. Financial disclosures must be completed by April 30<sup>th</sup>.

Municipal Election Schedule: A copy of the municipal election schedule was given to all members for review. Mrs. Loibel stated that only one municipality will have an election in 2019. Town of Lonaconing will hold their election on May 14<sup>th</sup>.

Manual Ballot Tabulation Audit: Mrs. Loibel reported that the manual ballot tabulation audit will be held on February 19<sup>th</sup> at the warehouse beginning at 9:00 A.M. Notice of the audit will be sent out on Friday.

Post-Election Maintenance: Mrs. Loibel stated that PEM will begin at the end of the month and continue through March. Maintenance will take place on all voting equipment including: ballot scanners, ballot marking devices, pollbooks and printers, as well as the duplicator.

Candidate Filings: Mrs. Loibel reported that candidate filing began on February 5<sup>th</sup> for the 2020 elections.

High School Registrations: Mrs. Loibel stated that high school registrations will take place in early March. A schedule will be provided once the schools have made their selected dates.

Legislative Update: A copy of all election related bills was provided to all members for their review.

Computer Systems and Software Security Updates: We have successfully applied the Microsoft Security updates for the month of January on SBE workstations. We have also updated other third-party software applications to their latest versions on all workstations.

Registration Statistics: Statistics as of January 31, 2019 were as follows: Total Active Registration 43,207 – 13,426 Democrat, 21,760 Republican, 135 Green, 289 Libertarian, 7,300 Unaffiliated, and 322 Others.

Board Members Report: None

Next Meeting: The next regular meeting will be held on March 6, 2019 at 9:00 A.M.

Adjournment:

Mr. DeVore adjourned the meeting at 10:00 A.M.

MOTION: Mr. Stakem motioned to adjourn the meeting.

SECOND: Mrs. Spiker

ACTION: Favorable and unanimous.