



Maryland Association of Election Officials

Representing the Local Election Boards of the State of Maryland

MINUTES

October 14, 2016

A Meeting of the Maryland Association of Election Officials (MAEO) was held on the 14th day of October, 2016 in the multipurpose room of the Baltimore County Board of Elections office located at 11112 Gilroy Road, Suite 104 in Hunt Valley, Maryland. Notice of the meeting was properly provided.

Board Members Present:

David Garreis, President (Anne Arundel County)
Alysoun McLaughlin, Vice President (Montgomery County) – By Phone
Ruie Marie Lavoie, Secretary (Baltimore County)
Danna Archie-Williams, Treasurer (Baltimore County)
Alisha Alexander, Board Member (Prince George's County) – By Phone
Gail Hatfield, Board Member (Calvert County) – By Phone
Armstead B. Jones, Sr., Board Member (Baltimore City)
Mary-Frances Vavra-Alcoser, Board Member (Baltimore County)
Gilberto Zalaya, Board Member (Montgomery County)

Members and Guests Present:

Katie A. Brown, Baltimore County
Jeri Cook, Wicomico County
Gwendolyn Dales, Dorchester County
Mary DePelteau, Calvert County (By Phone)
Ben Frey, Somerset County
Anthony Gutierrez, Wicomico County
Abigail Goldman, Baltimore City (By Phone)
Christine Jones, Queen Anne's County
Kevin Keene, Harford County
Shawn Larson, Baltimore City (By Phone)
Dale Livingston, Harford County
Diane Loibel, Alleghany County
Allison Murphy, Caroline County (By Phone)
Paula Paschall, State Board of Elections
Val Patterson, Howard County (By Phone)
Kimberly Phillips, Howard County (By Phone)
Brittani Thomas, Queen Anne's County
Lora Walters, Cecil County (By Phone)
Cindy Woodward, Anne Arundel County (By Phone)

CALL TO ORDER

The meeting was called to order by President David Garreis at 10:05 am. Quorum was established with six (6) Board Members present in person and three (3) Board members present by phone. Introductions were made and roll call of those in attendance by phone was taken.

PREISDENT'S REMARKS

David Garreis welcomed everyone and thanked Director Katie Brown and her staff for hosting the meeting and for providing refreshments.

AGENDA

After a review of the meeting agenda, Mr. Garreis asked for additions or changes. There were no additions or changes. The Board unanimously approved the agenda as submitted.

TREASURER'S REPORT

Treasurer Danna Archie-Williams presented the Treasurer's Report indicating there has been no activity. The transfer of the books and accounts has been completed. Signatory authority has also been changed to reflect the new President and Treasurer.

MOTION: Armstead Jones motioned to accept the Treasurer's Report as submitted.

SECOND: Mary-Frances Vavra-Alcoser

ACTION: Favorable and unanimous, the Motion carried.

COMMITTEE REPORTS

Daneen Banks, Chair of the Election Judge/Early Voting Committee provided a verbal report announcing the committee will begin regular meetings. She welcomed members to join the committee and become involved in the process. There were no other committee reports.

OLD BUSINESS

2017 MAEO ANNUAL MEETING AND CONFERENCE

David Garreis provided an overview of the conference plans to date. The conference will be held from June 6, 2017 to June 9, 2017 at the Clarion Resort in Ocean City, Maryland. The State Board of Elections Biennial meeting will not be held in conjunction with the MAEO Annual meeting. The Host Counties are Cecil County and Harford County.

Conference Planner

The Board reviewed the expectations of the Conference Planner. David Garreis explained the process the Board followed to solicit candidates to fill the role. One (1) candidate, Brittani Thomas submitted a resume' to be considered for the position. Discussion was held and the Board reviewed the candidate's qualifications.

MOTION: Danna Archie-Williams motioned to appoint Brittani Thomas as the Conference Planner for the 2017 Annual Meeting and Conference.

SECOND: Ruie Lavoie

ACTION: Favorable and unanimous, the Motion carried.

MAEO WEBSITE

David Garreis announced that Hassan Aslam has been appointed the new webmaster and the website is under renovation. The Board extended congratulation to Mr. Aslam. Discussion was held and comments were taken from the floor. More information to follow.

NEW BUSINESS

Ruie Lavoie provided copies of the amended Administrative Resolution dated September 6, 2016. Amendments made include changes needed to coincide with the adopted Conference Planner roles and responsibilities. David Garreis read the Resolution in its entirety. A brief discussion was held.

MOTION: Alisha Alexander motioned to adopt the Amended Administrative Resolution as Amended dated September 6, 2016.

SECOND: Mary-Frances Vavra-Alcoser

ACTION: Favorable and unanimous, the Motion carried. The Resolution was signed and executed.

OPEN FORUM

The Floor was opened for comments and questions.

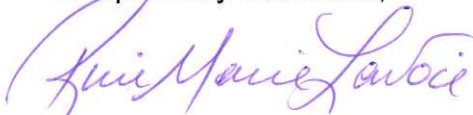
NEXT MEETING

Discussion was held regarding the next meeting and the annual holiday social. Queen Anne's County offered to host the meeting and event but needs time to verify the availability of the meeting room. Ruie Lavoie and Brittani Thomas will coordinate the logistics of the next meeting and proper notice will be provided.

ADJOURNMENT

There being no further business, on a motion made by Gail Hatfield and a second by Mary-Frances Vavra-Alcoser, the Meeting was adjourned at 10:58 am.

Respectfully submitted,



Ruie Marie Lavoie
Secretary

Approved this 28th day of March, 2017