



Maryland Association of Election Officials

Representing the Local Election Boards of the State of Maryland

MINUTES - February 18, 2015

A meeting of the Board of Directors of the Maryland Association of Election Officials (MAEO) was held on February 18, 2015 at the Anne Arundel County Board of Elections located at 7320 Ritchie Highway in Glen Burnie, Maryland.

Board Members Present:

Gail Hatfield, President, Calvert County
Guy Mickley, Vice President, Howard County *(By Phone)*
Ruie Marie Lavoie, Secretary, Baltimore County
Allison Murphy, Treasurer, Caroline County *(By Phone)*
Alisha Alexander, Board Member, Prince George's County
Katherine Berry, Board Member, Carroll County
Katie A. Brown, Board Member, Baltimore County
Tracy Dickerson, Board Member, Charles County
David Garreis, Board Member, Anne Arundel County
Abigail Goldman, Board Member, Baltimore City

Guests Present:

Daneen Banks, Prince George's County
Cheemoandia Blake, Kent County *(By Phone)*
Sherrie Bonebrake, Washington County *(By Phone)*
Jackie Bryley, State Board of Elections *(By Phone)*
Charlotte Davis, Howard County *(By Phone)*
Tammy Derr, Washington County *(By Phone)*
Desvin Gabbidon, State Board of Elections *(By Phone)*
Anthony Gutierrez, Wicomico County
Stuart Harvey, Frederick County
Russell Hicks, State Board of Elections *(By Phone)*
Armstead Jones, Baltimore City
Shawn Larson, Baltimore City
Dale Livingston, Harford County
Diane Loibel, Allegany County
Sharon Mackereth, Washington County *(By Phone)*
Alysoun McLaughlin, Montgomery County
Paula Paschall, State Board of Elections *(By Phone)*
Duane Powell, State Board of Elections *(By Phone)*
Shafiq Satterfield, State Board of Elections *(By Phone)*
John Spear, State Board of Elections *(By Phone)*
Stephanie Taylor, Harford County
Joe Torre, Anne Arundel County
Rena' Waggoner, Baltimore County
Rolf Wold, Anne Arundel County

MOTION: David Garreis motioned to accept the Treasurer's Report for period ending February 12, 2015 as submitted.

SECOND: Alisha Alexander

ACTION: Favorable and unanimous, the Motion carried.

Committee Reports

1. **Bylaw Committee** – Report incorporated in Old Business below.
2. **Early Voting** – Meeting scheduled for March 24, 2015 in Baltimore County.
3. **Educational Grants** – Report provided as stated above. Meeting to be scheduled.
4. **Entertainment** – Meeting scheduled for March 16, 2015 in Howard County.
5. **Legislation** – Report provided below.
6. **Personnel** – Meeting scheduled for March 16, 2015 in Howard County.

The Board asked the Educational Grants Committee to develop a policy that speaks to a member's eligibility to receive educational funds. For example, how long a member must be a member in good standing before receiving educational grant assistance.

No other Committee Reports were provided. Ms. Hatfield reminded all Committee Chairs to include Ruie Lavoie on all Committee emails and meeting notices. Ms. Lavoie will provide the Board with Committee information and meeting dates.

Old Business

Legislation – The Board was provided a list (attached to and made part of these Minutes) and copies of the bills currently being heard and Mr. Harvey reviewed several bills that directly affect elections. Specifically, he spoke about the various bills directly affecting the date of the 2016 Primary Election and Early Voting. He will continue to provide updates and request votes on position to the MAEO Board and all Directors and Deputies via email. The Board thanked Mr. Harvey and Katherine Berry for their hard work and diligence. Mr. Harvey thanked Ms. Berry for writing the much needed testimony provided during the hearings.

Bylaw Amendment & Administrative Policy for Expenditures – The Board discussed the draft Expenditure Policy submitted by the Treasurer and Audit Committee and asked Ms. Hatfield to work with Ms. Murphy to reduce wording by eliminating sections of the policy that do not apply to MAEO expense practices. After these changes are made, the draft Policy will be resubmitted to the Board for discussion at the next meeting. The bylaw amendment will remove the current restrictions and allow the expenditure practice to be dictated by an administrative policy. This amendment will be voted on by the membership at the next annual meeting. The Administrative Policy will be adopted by the Board as soon as possible after the bylaw amendment adoption.

Membership Bylaw Amendment – This amendment speaks to membership dues and will be voted on by the membership at the next annual meeting.

Election Tie Bylaw Amendment – The Bylaw Committee submitted a proposed draft amendment for Board review. The Board will review the document and determine if the amendment will go before the membership at the next annual meeting.

Parliamentary Vacancy – Ms. Hatfield announced the appointment of Anthony Gutierrez (Wicomico County) as the Board Parliamentarian. The Board thanked Mr. Gutierrez for accepting the appointment and for his service to MAEO.

2015 MAEO Conference – June 9, 2015 through June 12, 2015 (Tuesday to Friday) at the Grand Hotel & Spa in Ocean City, Maryland. The State Board Biennial with EPPD classes will be held during the conference on Wednesday, June 10, 2015.

Shawn Larson and Ms. Hatfield attended a planning meeting at the Grand Hotel to finalize meals, outline of rooms, areas available for conference as well as other details. Mr. Larson provided the following information:

1. Room rate is \$129.00 per night for conference days as well as the day before and after, Monday and Friday. Mr. Larson requests everyone to wait until the hotel reservation information is distributed before calling the hotel to make reservations.
2. The Board approved dinner at Phillips Seafood House on Thursday. Mr. Larson made the necessary arrangements. Details will be provided in the conference packets. This buffet replaces the dinner buffet normally provided at the hotel on the last night of the conference and will be included in the conference registration.

The Conference Planning Committee provided a list of possible agenda topics and seminar suggestions to the Board. A copy is attached to and made part of these Minutes. The Board reviewed the list and unanimously decided to request Cameron Quinn, the General Registrar of Fairfax County, Virginia to speak on Thursday June 11, 2015. The presentation should include “war stories” while using the ES&S voting system and allow time for a question/answer period. The Committee Chair, Alysoun McLaughlin was asked to contact Ms. Quinn to confirm her availability and to provide the Board with anticipated travel costs and expenses. The Board will further review the topic suggestions and meet by conference call for a work session on March 10, 2015. Ms. Lavoie will make arrangements for the work session and notify the Board and SBE.

Discussion held regarding the designated “host” county. To allow other counties an opportunity to host, the Board agreed to contact surrounding counties to determine interest. Ms. Hatfield will send an email and report back to the Board during the work session. Conference fees and giveaways will also be determined during the work session.

A letter, the draft agenda and registration information will to be sent to all members announcing the conference and providing hotel reservation information. After the Board’s work session, Ms. Hatfield and Ms. Lavoie will finalize the material to be distributed.

David Garreis will contact vendors to solicit interest in attending the conference. The Board agreed vendor fees would remain the same at \$750.00. Ms. Murphy will update the registration form and provide a copy to Mr. Garreis and Ms. Lavoie for distribution. The Board thanked Mr. Garreis for his huge contribution of securing vendors and sponsors.

REPORT OF THE TREASURER
Maryland Association of Election Officials
For the Period
April 21, 2014 to February 12, 2015

Approved
2/18/2015

Balance on Hand March 12, 2014 Audit \$29,938.00

Receivables:

Education Fund
(Jacket Sale, Game Night, Donations) \$ 283.00
2014 Membership Dues \$ 30.00
2014 Sponsorship \$ 5,000.00
2014 Conference Fees \$ 14,935.00
2015 Membership Dues \$ 3,660.00

Total Receivables: \$ 23,908.00
Audit Balance + Total Receivables: \$ 53,846.00

Expenditures:

Association Expenses \$ 2,299.80
Go To Meetings \$ 441.00
Education Grants \$ 1,200.00
2014 Conference Expenses
Hotel/Meals \$ 2,952.23
Awards \$ 626.56
Entertainment/Prizes \$ 560.00
Insurance \$ 398.00
Conference Planner Pay/Mileage \$ 948.22
Refund \$ 450.00
Retirement Gifts \$ 250.00

Total Expenditures: \$ 10,125.81

Total in Account as of February 12, 2015 \$ 43,720.19
Minus Balance of Educational Grants \$(8,928.29)

Balance on Hand February 12, 2015 **\$ 34,791.90**

Ruie Lavoie

From: Harvey, Stuart <SHarvey@FrederickCountyMD.gov>
Sent: Tuesday, February 17, 2015 11:04 AM
To: Ruie Lavoie
Subject: Legislature - Bills

Importance: High

Current bill status in Annapolis. Email if you have questions.

Stuart

For Tracking list: Election Bills
All Bills
Created on: 2/17/2015 11:01:33 AM

Number / Chapter (Cross File / Chapter) Total: 103	Title	Primary Sponsor	Status	Original House Committee(s) and Hearing Dates	Opposite House Committee(s) and Hearing Dates
HB0029	Election Law - Voter Registration and Absentee Voting - Proof of Citizenship	Delegate Schulz	First Reading Ways and Means	Ways and Means	
HB0043	Election Law - Petitions - Prohibited Actions	Delegate Rosenberg	Hearing 2/11 at 1:00 p.m.	Ways and Means 2/11/2015 - 1:00 p.m.	
HB0063	Presidential Elections - Agreement Among the States to Elect the President by National Popular Vote - Repeal	Delegate O'Donnell	Hearing 2/11 at 1:00 p.m.	Ways and Means 2/11/2015 - 1:00 p.m.	
HB0073 (SB0192)	Voters' Rights Protection Act of 2015	Delegate Rosenberg	Hearing 2/11 at 1:00 p.m.	Ways and Means 2/11/2015 - 1:00 p.m.	
HB0083 (SB0444)	Public Records - Inspection	Delegate Krebs	Hearing 2/17 at 1:00 p.m.	Health and Government Operations 2/17/2015 - 1:00 p.m.	
HB0085	Montgomery County - Board of Education - Primary Election Ballots MC 6-15	Montgomery County Delegation	Hearing cancelled	Ways and Means	
HB0086	Montgomery County Board of Education - Student Member - Voting MC 7-15	Montgomery County Delegation	Hearing 2/05 at 2:15 p.m.	Ways and Means 2/5/2015 - 2:15 p.m.	
HB0111 (SB0332)	Judgeships - Circuit Courts and District Court	Speaker	Hearing 2/11 at 1:00 p.m.	Judiciary 2/11/2015 - 1:00 p.m.	
HB0141	Election Law - 2016 Presidential Primary Election - Early Voting	Delegate O'Donnell	Hearing 2/11 at 1:00 p.m.	Ways and Means 2/11/2015 - 1:00 p.m.	
HB0176	Montgomery County Board of Education - Special Election to Fill a Vacancy MC 22-15	Montgomery County Delegation	Hearing 2/12 at 1:00 p.m.	Ways and Means 2/12/2015 - 1:00 p.m.	

HB0185 (SB0667)	Real-Time Transparency Act of 2015	Delegate Carr	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0218	Election Law - Days of Early Voting	Delegate Morhaim	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0219	Independent Expenditures and Electioneering Communications - Registration and Reporting	Delegate Morhaim	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0226 (SB0311)	Election Law - Casting of Ballot by Mail - Public Communications	Delegate Morhaim	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0239 (SB0271)	Election Law - Use of Campaign Funds for Meeting and Conference Expenses	Delegate Howard, C.	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0253	Election Law - Voter Registration - Interstate Crosscheck Program	Delegate McDonough	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0264	Open Meetings Act - Public Body - Definition	Delegate Krebs	Hearing 2/18 at 1:00 p.m.	Health and Government Operations 2/18/2015 - 1:00 p.m.
HB0267	Legislative and Congressional Districting - Standards and Processes	Delegate Afzali	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
HB0284	Election Law - Local Petitions - Advance Determination of Sufficiency of Local Legislation Summary	Delegate Flanagan	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0294	Election Law - Contributions - Disclosure	Delegate Morhaim	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0302 (SB0028)	Chesapeake and Atlantic Coastal Bays 2010 Trust Fund - Use of Funds	Delegate Simonaire	Hearing 2/18 at 1:00 p.m.	Environment and Transportation 2/18/2015 - 1:00 p.m.
HB0305	Administrative Procedure Act - Limitation on Adoption of Regulations	Delegate Miller, W.	Hearing 2/18 at 1:00 p.m.	Health and Government Operations 2/18/2015 - 1:00 p.m.
HB0310 (SB0710)	Baltimore City - Partially Elected School Board	Delegate Glenn	Hearing 3/12 at 1:00 p.m.	Ways and Means 3/12/2015 - 1:00 p.m.
HB0361	Criminal Procedure - Government-Funded Legal Representation - Initial Appearance	Delegate Vallario	First Reading Judiciary	Judiciary
HB0373	Real Property - Candidates and Campaign Volunteers - Access to Private Residential Areas	Delegate Tarlau	Hearing 2/24 at 1:00 p.m.	Environment and Transportation 2/24/2015 - 1:00 p.m.
<i>Primary Election Date 4/10/16</i> HB0396 (SB0204)	Election Law - Primary Election Dates in the Presidential Election Year	Delegate Turner	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0400	State Government - Use of Public Resources - Reimbursement by Elected Officials	Delegate O'Donnell	Hearing 2/18 at 1:00 p.m.	Ways and Means 2/18/2015 - 1:00 p.m.
HB0409	Election Law - Primary Elections and Early Voting - Dates	Delegate Parrott	Hearing 2/25 at 1:00 p.m.	Ways and Means 2/25/2015 - 1:00 p.m.

HB0427	Voters' Legislative Districting Panel - Establishment	Delegate Flanagan	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
HB0428	Voters' Congressional Districting Panel - Establishment	Delegate Flanagan	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
HB0485 (SB0593)	Election Law - Fair Campaign Financing Fund - Income Tax Checkoff	Speaker	First Reading Ways and Means	Ways and Means
HB0548	Circuit Court Judges - Election	Delegate Kramer	Hearing 3/18 at 1:00 p.m. (Judiciary)	Judiciary 3/18/2015 - 1:00 p.m. Ways and Means
HB0573 (SB0518)	Fair Elections Act	Delegate Luedtke	First Reading Ways and Means	Ways and Means
HB0582 (SB0367)	Circuit Court Judges - Selection, Qualifications, and Term of Office	Delegate Sydnor	Hearing 3/18 at 1:00 p.m.	Judiciary 3/18/2015 - 1:00 p.m.
HB0583	Open Meetings Act - Requirements for Providing Agendas	Delegate Krebs	First Reading Health and Government Operations	Health and Government Operations
HB0584 (SB0283)	Ethics Law - Financial Disclosure Statement by Elected Local Official of a Municipal Corporation - Confidential Information	Delegate Healey	Hearing 3/05 at 1:00 p.m.	Environment and Transportation 3/5/2015 - 1:00 p.m.
HB0595 (SB0529)	Special Elections for United States Senate Vacancies Act	Delegate Moon	First Reading Ways and Means	Ways and Means
HB0604 (SB0166)	General Assembly - Special Election to Fill a Vacancy in Office	Delegate Moon	First Reading Ways and Means	Ways and Means
HB0610	Elections - Study Commission on the Redistricting Process in Maryland	Delegate McComas	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
HB0626	Election Law - Political Party - Retention of Status	Delegate Moon	First Reading Ways and Means	Ways and Means
HB0674	Public Information Act - List of Contact Information for Governmental Unit Representatives	Delegate Barron	First Reading Health and Government Operations	Health and Government Operations
HB0682	Municipalities - Charter Amendments - Referendum and Signatures Required for Petitions	Delegate Pena-Melnyk	Hearing 3/03 at 1:00 p.m.	Environment and Transportation 3/3/2015 - 1:00 p.m.
HB0734 (SB0406)	Anne Arundel County - Board of Education - Selection of Members	Delegate Saab	First Reading Ways and Means	Ways and Means
HB0769	Election Law - Persons Doing Public Business - Statements of Contributions	Delegate Turner	First Reading Ways and Means	Ways and Means
HB0806	General Assembly - Vacancies - Special Elections	Delegate Miele	First Reading Ways and Means	Ways and Means
HB0850 (SB0448)	Congressional Districts - Standards and Process	Delegate Gutierrez	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
HB0864 (SB0020)	Kent County - Board of Elections - Membership	Delegate Jacobs	First Reading Ways and Means	Ways and Means
HB0880 (SB0096)	Election Law - Early Voting Centers - Parking	Delegate Lisanti	First Reading Ways and Means	Ways and Means
HB0884	Election Law - Counting of Properly Cast Ballots	Delegate Lisanti	First Reading Ways and Means	Ways and Means
HB0885 (SB0153)	Corporations - Political Expenditures - Stockholder Approval	Delegate Platt	First Reading Ways and Means	Ways and Means

HB0891	Voting Disclosure Act of 2015	Delegate McDonough	Hearing 3/18 at 1:00 p.m. (Judiciary)	Judiciary 3/18/2015 - 1:00 p.m. Ways and Means
HB0906	Legislative and Congressional Districting - Standards and Processes	Delegate Miele	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
HB0921	House Legislative Districts - Single Member	Delegate Parrott	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
HB0980 (SB0340)	Election Law - Voting Rights - Ex-Felons	Delegate McCray	First Reading Ways and Means	Ways and Means
HB0997 (SB0680)	Blue Ribbon Commission on Voting, Openness, Transparency, and Equality (VOTE) in Elections	Delegate Hixson	First Reading Ways and Means	Ways and Means
HB1008	Recreational Hunting and Fishing License Applications - Voter Registration	Delegate Mautz	First Reading Ways and Means	Ways and Means
HB1013	Constitutional Amendment - Orphans' Court Judges - Election and Term Limits	Delegate Carter	Hearing 3/18 at 1:00 p.m. (Judiciary)	Judiciary 3/18/2015 - 1:00 p.m. Ways and Means
HB1017	Election Law - Qualification of Voters - Proof of Identity	Delegate Parrott	First Reading Ways and Means	Ways and Means
HB1018	Election Law - Early Voting Centers and Polling Places - Waiting Times to Vote	Delegate Hixson	First Reading Ways and Means	Ways and Means
HB1040 (SB0730)	Wicomico County - Board of Education	Wicomico County Delegation	First Reading Ways and Means	Ways and Means
HB1049	Voter Registration Act of 2015	Delegate Hixson	First Reading Ways and Means	Ways and Means
HB1064	Election Law - Audits of Election Results	Delegate Hixson	First Reading Ways and Means	Ways and Means
HB1070	General Assembly - Filling of Vacancy	Delegate Vitale	First Reading Ways and Means	Ways and Means
HB1071	Circuit Court Judges - Election, Qualifications, and Term of Office	Delegate Hill	Hearing 3/18 at 1:00 p.m. (Judiciary)	Judiciary 3/18/2015 - 1:00 p.m. Ways and Means
HB1076	Election Law - Voter Registration and Absentee Voting - Proof of Citizenship	Delegate Parrott	First Reading Ways and Means	Ways and Means
HB1088	Election Law - Campaign Finance - Coordinated Expenditures Between Candidates and Outside Spending Organizations	Delegate Ebersole	First Reading Ways and Means	Ways and Means
HJ0001	Number and Terms of United States Supreme Court Justices	Delegate Morhaim	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
HJ0002 (SJ0002)	United States Constitution - Amendments Convention - Democracy Amendment	Delegate Hixson	First Reading House Rules and Executive Nominations	Rules and Executive Nominations
SB0005	Election Law - Canvass of Votes - Public Observation	Senator Bates	Second Reading Passed with Amendments	Education, Health, and Environmental Affairs 2/5/2015 - 1:00 p.m.
SB0020 (HB0864)	Kent County - Board of Elections - Membership	Senator Hershey	Second Reading Passed	Education, Health, and Environmental

SB0047	Election Law - Fair Campaign Financing Fund - Income Tax Checkoff	Senator Brochin	Hearing 2/04 at 2:00 p.m. (Budget and Taxation)	Affairs 2/5/2015 - 1:00 p.m. Budget and Taxation 2/4/2015 - 2:00 p.m. Education, Health, and Environmental Affairs
SB0096 (HB0880)	Election Law - Early Voting Centers - Parking	Senator Norman	Hearing 2/12 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/12/2015 - 1:00 p.m.
SB0097	Election Law - Death of Voter Before Canvass - Counting of Ballot	Senator Norman	Hearing 2/12 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/12/2015 - 1:00 p.m.
SB0099	Congressional Districting Process	Senator Norman	Unfavorable Report by Education, Health, and Environmental Affairs; Withdrawn	Education, Health, and Environmental Affairs 2/12/2015 - 1:00 p.m.
SB0153 (HB0885)	Corporations - Political Expenditures - Stockholder Approval	Senator Raskin	Hearing 2/19 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/19/2015 - 1:00 p.m.
SB0161	General Assembly - Legislators' Right to Vote Act	Senator Simonaire	Hearing 2/19 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/19/2015 - 1:00 p.m.
SB0166 (HB0604)	General Assembly - Special Election to Fill a Vacancy in Office	Senator Feldman	Hearing 2/19 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/19/2015 - 1:00 p.m.
SB0192 (HB0073)	Voters' Rights Protection Act of 2015	Senator Pinsky	Hearing 2/19 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/19/2015 - 1:00 p.m.
SB0193	Election Law - Local Petitions - Advance Determination of Sufficiency of Local Legislation Summary	Senator Bates	Hearing 2/19 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/19/2015 - 1:00 p.m.
SB0204 (HB0396)	Election Law - Primary Election Dates in the Presidential Election Year	Senator Conway	Hearing 2/19 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/19/2015 - 1:00 p.m.
SB0259	Election Law - Deadline Date for Withdrawal of Certificate of Candidacy	Senator Jennings	Hearing 2/19 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/19/2015 - 1:00 p.m.
SB0271 (HB0239)	Election Law - Use of Campaign Funds for Meeting and Conference Expenses	Senator Kelley	Hearing 2/19 at 1:00 p.m.	Education, Health, and Environmental Affairs 2/19/2015 - 1:00 p.m.