



# Maryland Association of Election Officials

Representing the Local Election Boards of the State of Maryland

## MINUTES

January 23, 2017

A Meeting of the Maryland Association of Election Officials (MAEO) was held on the 23<sup>rd</sup> day of January, 2017 in the office of the Anne Arundel County Board of Elections located at 6740 Baymeadow Drive in Glen Burnie, Maryland. Notice of the meeting was properly provided.

### Board Members Present:

David Garreis, President (Anne Arundel County)  
Alysoun McLaughlin, Vice President (Montgomery County)  
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 (By Phone)  
Gwendolyn Dales, Dorchester County (By Phone)  
Mary DePelteau, Calvert County (By Phone)  
Ben Frey, Somerset County  
Abigail Goldman, Baltimore City  
Barry Jackson, Washington County (By Phone)  
Christine Jones, Queen Anne's County  
Jay Jones, St. Mary's County (By Phone)  
Kim Jones, Dorchester County (By Phone)  
Susan Julian, St. Mary's County (By Phone)  
Kevin Keene, Harford County  
Jane Lister, Queen Anne's County (By Phone)  
Crystal McGuinn, Queen Anne's County  
Leah Mooney, Harford County  
Maggie Mundle, Harford County  
Jessica Noranbrock, Dorchester County (By Phone)  
Paul Noranbrock, Queen Anne's County (By Phone)  
Brittany Phillips, Dorchester County (By Phone)  
Kay Robucci, Washington County (By Phone)  
Nicole Shifflett, Howard County (By Phone)  
Richard Siejack, Harford County  
Kim Spence, Queen Anne's County (By Phone)  
Amy Sullivan, Harford County

**Members and Guests Present, continued:**

Stephanie Taylor, Harford County  
Brittani Thomas, Queen Anne's County  
Brandie Underwood, St Mary's County (By Phone)  
Teresa Womble, Howard County (By Phone)  
Cindy Woodward, Anne Arundel County

**CALL TO ORDER**

The meeting was called to order by President David Garreis at 10:12 am for the purpose of discussing the 2017 Annual Meeting of the Membership and conference. Quorum was established with seven (7) Board Members present in person and two (2) Board members present by phone. Introductions were made and roll call of those in attendance by phone was taken.

**AGENDA**

The Board accepted the agenda with the specific purpose of discussing the 2017 conference.

**2017 ANNUAL MEETING AND CONFERENCE**

The conference will be held from June 6, 2017 to June 9, 2017 at the Clarion Resort in Ocean City, Maryland. The Host Counties are Cecil County and Harford County. Brittani Thomas, Conference Planner provided a summary of conference cost projections. Discussion was held regarding the expense of speakers and questions were asked and answered. The Board requested a detailed budget of expenses, including travel and lodging expense for all speakers. The proposed draft conference and annual meeting agenda was reviewed and adjustments were made.

MOTION: Armstead Jones motioned to approve the draft conference and annual meeting agenda with the expectation of future changes and updates.

SECOND: Alysoun McLaughlin

ACTION: Favorable and unanimous, the Motion carried.

The Board requested the conference planner provide details of all planned expenses, the menu and entertainment. The Board also requested that all conference planning meeting minutes and reports be timely provided as outlined in the conference planner roles and responsibilities. The hotel contract and all speaker contracts are to be sent to the Board for review and approval.

**OPEN FORUM**

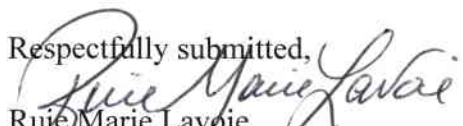
The Floor was opened for comments and questions.

**NEXT MEETING**

The next meeting will be held on February 24, 2017 at 10:00 am at the Prince George's County Election office. Meeting information will be provided to the membership.

**ADJOURNMENT**

There being no further business, on a motion made by Armstead Jones and a second by Mary-Frances Vavra-Alcoser, the Meeting was adjourned at 11:00 am.

Respectfully submitted,  
  
Rue Marie Lavoie  
Secretary

Approved this 2<sup>nd</sup> day of August, 2017