

BOARD MEMBERS

JANET M. LIVINGSTON  
PRESIDENT

THOMAS M. CORKRAN  
VICE PRESIDENT

MICHAEL W. DETMER  
SECRETARY

WILLIAM E. BATSON  
SUBSTITUTE

RALPH C. LEWIS, JR.  
SUBSTITUTE



GWENDOLYN H. DALES  
ELECTION DIRECTOR

BRITTANY M. PHILLIPS  
ELECTION DATA APPLICATION SPECIALIST

KIMBERLY K. JONES  
ELECTION INFORMATION SYSTEMS SPECIALIST

HUBERT H. WRIGHT, IV  
ATTORNEY

**DORCHESTER COUNTY  
BOARD OF ELECTIONS**

**ATTENDEES:** Janet M. Livingston, President  
Thomas M. Corkran, Vice President  
Michael W. Detmer, Secretary  
William E. Batson, Substitute  
Ralph C. Lewis, Jr., Substitute  
Hubert H. Wright, IV, Attorney  
Gwendolyn H. Dales, Election Director  
Kimberly K. Jones, Elections Info Systems Specialist

**MINUTES OF SEPTEMBER 21, 2016**

The Board and Staff were sworn in as a Board of Canvassers for the 2016 Presidential General by Mrs. Amy Craig.

At 4:23 PM, President Janet M. Livingston called the meeting to order. Mr. William Batson moved the minutes of August 17, 2016 be accepted as presented; motion was seconded by Mr. Tom Corkran; the vote was unanimous to approve. President Livingston asked, "Were there any additions to the agenda?". There were none.

**Directors Report:** Director Dales asked the Board, "Do you want me to go thru the whole Directors Report or do you just want to ask me questions about it?", it was emailed to each of you a week ago, I can do which ever you want. Mr. Corkran stated she could just give us a summary of the Directors report.

Director Dales explained that the MAEO Conference and SBE Biennial will be held separately this upcoming year. MAEO will be at the Clarion Hotel in Ocean City, June 6<sup>th</sup> – 9<sup>th</sup>.

Director Dales informed the board that the office would be represented at the Showcase this upcoming Sunday 25<sup>th</sup>.

Director Dales told the Board that our Election Judge Refresher Training had started on September 13<sup>th</sup>. President Livingston and Mr. Batson have already attended a training. Director Dales gave the remaining dates as a reminder so the other board members could attend.

Director Dales explained that SBE has mandated a Provisional Judge at each polling place. We have come up with a outlined procedures and new provisional cases. We also purchased a new pin to be given to each election judge on Election Day.

Director Dales stated that the FY 2017 year to date/monthly expenditures are attached to the director's report. President Livingston stated that she wants to see the budget broke down more after the election. Mr. Detmer agrees.

Mr. Lewis asked how many judges are at the polling places. Director Dales replied by saying, "No one has less than 3." We have 5 judges at Taylors Island and 3 judges at Elliott's Island. President Livingston stated we don't need 3 judges at a polling place that have 38 registered voters. President Livingston asked Director Dales if we could drop back in Judges? Director Dales said we might be able to. Mr. Lewis asked can we consolidate polling places? We already have consolidated polling places. Board agreed to talk further about this after the election.

Director Dales informed the Board that the Bylaws had been approved by the SBE Board.

Director Dales stated that this was all she had from Director's Report. She asked if there were any questions, there were no questions.

### **NEW BUSINESS:**

**Voting Supply Checklist and Certification:** Director Dales informed the board that they needed to decide on 2 (two) board members (1 from each party) that could perform the Voting Supply Checklist and Certification at the warehouse on October 11<sup>th</sup> or Oct 12<sup>th</sup>. Mr. Detmer said he wouldn't be available. President Livingston suggested it would be good for Mr. Lewis to do this. It was decided that Mr. Lewis and Mr. Corkran would do this on October 12<sup>th</sup> at 1:00PM.

**Polling Place Evaluations:** Director Dales reminded the Board that two board members needed to perform two evaluations during Early Voting. The forms will be on Kim's desk. Mr. Detmer said he would be available for this. Director Dales provided the polling locations that need to be done election day. Eleven locations; the locations that were not done during the primary election.

Director Dales suggested that there not be a scheduled Board meeting until after the election. We usually don't have one during election time and it is very inconvenient for me and the office staff. Mr. Detmer asked can we schedule a meeting anyway? Mr. Corkan stated that we will see each other enough with the election and canvasses. Director Dales stated that it was up to them if they wanted to schedule a meeting.

Director Dales gave the dates, times and place for the canvasses.

President Livingston asked if she could have letterhead emailed to her so that she could send a letter to the County Counsel for approval on making this Board a 5-full member Board.

Mr. Detmer expressed that he did not feel comfortable emailing the close session minutes to the board members.

Director Dales told the board that there would be a meeting on Election Day at 8:00PM to pick 5% of the precincts for audit purposes. You could close the meeting and approve your closed meeting minutes.

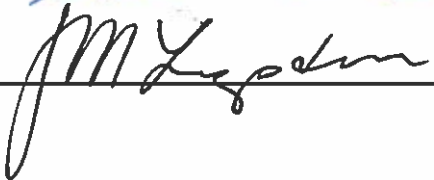
Mr. Detmer asked for the time frame for the 2018 budget? Director Dales said that the budget would probably be due on February 1<sup>st</sup>. We can have a work session in December for the budget. President Livingston suggested maybe a Saturday.

**ADJOURNMENT:** Mr. William Batson moved that this meeting be adjourned; seconded by Mr. Thomas Corkran; the vote was unanimous to adjourn.

**APPROVED:**

  
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