

BOARD MEMBERS

MICHAEL W. DETMER
PRESIDENT

THOMAS M. CORKRAN
VICE PRESIDENT

JANET M. LIVINGSTON
SECRETARY

WILLIAM E. BATSON
SUBSTITUTE

RALPH C. LEWIS JR.
SUBSTITUTE



**DORCHESTER COUNTY
BOARD OF ELECTIONS**

GWENDOLYN H. DALES
ELECTION DIRECTOR

BRITTANY M. PHILLIPS
DATA APPLICATION SPECIALIST

JESSICA R. NORANBROCK
DATA APPLICATION SPECIALIST

KIMBERLY K. JONES
ELECTION INFORMATION
SYSTEMS SPECIALIST

HUBERT H. WRIGHT, IV
ATTORNEY

ATTENDEES: Michael W. Detmer, President
Janet M. Livingston, Secretary
Thomas M. Corkran, Vice President
William Batson, Substitute
Ralph C. Lewis, Substitute
Hubert H. Wright, IV, Attorney

Gwendolyn H. Dales, Election Director
Jessica R. Noranbrock, Clerk

ABSENT: None

GUESTS: Desvin Gabbidon, Regional Manager
Julianna Detmer

MINUTES OF BOARD MEETING November 14, 2017

Call to Order and Determine Quorum:

President Detmer called the meeting to order at 4:33 pm; quorum was determined.

Welcome any Guests:

Desvin Gabbidon, Regional Manager

Report any Board or Staff Absences:

None

Approval of Minutes:

10/18/17 Minutes: Mr. Corkran motioned to approve the minutes, seconded by Mr. Lewis.
Approved.

Additions to Agenda:

None

Election Director's Report:

- **Budget: FY 2018– October 2018 year/date/monthly expenditures.**
Director Dales distributed the monthly budget.

Old Business:

- **SBE voted on Express Vote use, remains the same as in 2016 election & Early Voting Site on Oct. 26, 2017.**
Director Dales presented information on the Express Vote usage for the upcoming 2018 election. She informed the Board that the Dorchester Center for the Arts was approved by SBE as Dorchester's Early Voting Site for the 2018 Primary and Gubernatorial Elections.
- **Updated Financial Disclosure.**
Director Dales informed the Board Mr. Batson's financial disclosure had been updated.
- **November 4, 2017 Hurlock Election Results – New Mayor by 10 votes.**
Director Dales presented the results from the 2017 Hurlock Election. She then informed the Board of the State recount policy, and stated that since we are passed the three (3) days after the certification of the Election, there would be no recount.
- **Critical Infrastructure Correction – Doesn't negate Hiring Freeze**
Director Dales corrected the statement she made a previous Board Meeting.

FYI:

- **Mandatory & Optional Actions to Scanning Unit.**
Director Dales informed the Board of the privacy panels for the scanning units and the cost related to this option. We will also be training to new specifications.
- **New Baby – Emmy Phillips.**
Director Dales distributed a baby announcement and stated that Brittany is expected back to work before Christmas.
- **Ballot Stub Discussion.**
Director Dales presented the proposal several other counties put together for SBE. She explained the pros and cons to having no stub, and will readdress the Board if/when presented with the option from SBE.
- **Election Judge Manuals finished Dec. 1, 2017.**
Director Dales informed the Board the Election Judge Manual should be finished by Dec. 1, 2017 and ready for printing in the upcoming months.
- **Election Ware Training Oct. 15th & UOCAVA Training Oct. 20th.**
Director Dales informed the Board that Jessica will act as Kim's back-up in case of an emergency, and that she had attended Election Ware training to become familiar with the equipment and processes. She then explained how UOCAVA used to be processed by SBE, but will now be processed by the LBE's. Kim and Jessica attended a training and will inform Brittany on the process when she returns.

- **PEPs due beginning of January.**

Director Dales reminded the board the PEP is due the beginning of January. The Board decided to complete the PEP at the next Board Meeting in December.

- **FY 2019 Budget – Schedule to review (Due End of January).**

Director Dales prepared and distributed FY 2019 budget information for the Board to take home if they wanted. President Detmer said the goal is to have the FY 2019 budget approved by mid-January. Mrs. Livingston suggested Director Dales highlight the line items that have changed from the FY 2018 budget.

Director Dales informed the Board the reimbursement from SBE was not included, but will be significantly higher than the FY 2018 amount budgeted for because the purchase of the new Poll Books will be included in the FY 2019 budget. She also informed the Board that the FY 2017 budget was almost as high as what is projected for FY 2019, which was due to the purchasing of the new voting equipment for the 2016 Presidential Elections. Director Dales also mentioned the potential reclassification of positions in the State.

ACTION: Director Dales will highlight the line items in the FY 2019 budget that have changed from the FY 2018 budget, and email/send to Board Members.

Additions to the Agenda:

None

Confirmation of Next Meeting:

- The next Board Meeting will be held on Wednesday, December 13, 2017 at 2:00pm in room 110 of the County Office Building.
- A Work Session was also scheduled for Wednesday, December 20, 2017 at 2:00pm in room 110 of the County Office Building.

Possible Closed Session:

None

Adjournment:

Mr. Corkran motioned to adjourn at 5:25 pm, seconded by Mrs. Livingston.

APPROVED:

Michael Letner

[Signature]

Repl C. Linn, Jr

jrn