

**Board of Election Supervisors  
Virtual Meeting  
April 20, 2023  
7:00 p.m.**

**Draft Minutes**

<u>Member</u>	<u>District</u>	<u>Present</u>	<u>Absent</u>
1. Tina Batten	Mayoral	X	
2. Ben Hovland	Mayoral	X	
3. Yousuf Jaleel	4	X	
4. John Payne	3	X	
5. Lynea Cooper-Pitts	1	X	
6. Cameron Thurston	2	X	

**Also present:** Janeen S. Miller, City Clerk, Joi Woods, Contract Secretary.

**I. Call to Order**

John Payne called the meeting to order at 7:08 p.m.

**II. Approval of the meeting agenda**

The agenda was approved without amendment.

**Tina Batten moved to approve the April 20, 2023 meeting agenda. Ben Hovland seconded the motion. All were in favor. None opposed. The motion passed.**

**III. Approval of Minutes from April 13, 2023**

**Tina Batten moved to approve the April 13, 2023 meeting minutes as amended. Ben Hovland seconded the motion. All were in favor. None opposed. The motion passed.**

**IV. Special Election**

**A. Status update on ballot mail out and collections**

1. 187 ballots have been mailed; approximately 12 ballots collected
2. Ballots will be mailed out through April 26, 2023, in person voting begins on April 27, 2023

**B. Election Judge Training**

The BOES discussed Election Judge Assignments and finalized procedures, details, and logistics for the 2023 Special Election training.

**C. Election Judge Needs, BOES assignments**

The BOES finalized Poll Assignments for May 2<sup>nd</sup> and 6<sup>th</sup>

**D. Additional Discussion**

1. Candidate Meet & Greet events and Attribution
  - a. The BOES discussed questions and recommendations offered to candidates regarding attribution.
    - Flyers & electronic flyer to a meet & greet is intended to influence the outcome of the election, and thereby requires an attribution. Mr. Payne suggested using the attribution authorized by the Candidate or Treasurer.
  - b. Hosting Meet & Greet events at business locations

- The use of a business space for candidate events requires payment, as business are not permitted to make in-kind donations to candidate campaigns.
2. Ballot Control processes  
The BOES discussed safeguards to prevent duplicate ballots from being cast.
    - a. Control numbers on envelopes for mail in ballots
    - b. Procedures have been established to monitor voters casting ballots in addition to a designated Ballot Judge
    - c. Cross-checking the number of voters with the number of ballots
  3. Security and Parking Enforcement  
The BOES discussed parking and security logistics including
    - a. The DPW lot will be used for voter parking with designated signage for “Voter Parking Only”
    - b. Options to secure Police Officers to be stationed nearby on Election Day. The BOES will revisit the matter during the next meeting.
  4. Electioneering  
The BOES discussed diagrams to determine electioneering boundaries. Physical markings will define areas where electioneering is permitted outside of each polling place.

#### **IV. General Election**

##### **A. State Board of Elections and Election Guard Meeting -Monday, April 24 , 3:30 p.m.**

1. Ben Hovland and Tina Batten will attend the meeting on behalf of the BOES to determine what features can be integrated with the State of Maryland and Election Guard Enhanced Voting.
2. Gain a better understanding of the process to establish an online process for residents to complete online Absentee Ballot applications.

##### **B. ES&S pollbooks**

1. Janeen Miller is meeting with a representative on April 24, 2023 to determine if the use of ES&S e- pollbooks during the general election is feasible.

#### **V. Adjournment & Next meeting - May 4, 2023 at 7:00 p.m.**

**John Payne adjourned the meeting at 9:01 p.m.**