

Howard County Board of Elections
9770 Patuxent Woods Drive
Suite 200
Columbia, MD 21046
February 27, 2012

Persons Present:

Board: Ann M. Balcerzak, President
Donna K. Thewes, Vice-President
Raymond M. Rankin, Member
Donna L. Rice, Substitute
Michael S. Molinaro, Board Attorney
Vivian L. Dixon, Board Secretary

Staff: Guy C. Mickley, Director
Charlotte B. Davis, Deputy Director

Excused: Charles M. Coles, Jr., Substitute

Ms. Balcerzak called the meeting to order at 4:05 PM. Following the Pledge of Allegiance it was noted that Members present, constituted a quorum.

Approval of Minutes: Following the Vice-President's oral reading of Executive Minutes for January 23, 2012, Ms Balcerzak called for motion to approve that was made by Ms. Rice, and seconded by Mr. Rankin. Minutes were unanimously approved and signed.

Changes to Agenda: None

Correspondence:

- Board Secretary accepted Invitation to participate in HCPS Congressional Hearings at Atholton and Phelps Luck Elementary Schools, May 15th and 31st. (Director, Staff and Board Secretary have historically attended. President asked for a list of all participants)
- Board Member's request for W-2 Earning Statement. Board Secretary will process request for two (2) members.

President's Report:

- Swearing in of Canvassing Board will take place March 19th at 4:00 pm. Request to Clerk of the Court, Margaret Rappaport has been sent.
- A thank you letter from the Board is to be prepared.
- Board Members do not have to convene for Early Voting March 24th to March 29th, however they must be accessible, telephonically, if needed
- All Members must be present by 7:30, Tues April 3rd, Primary Election night.
- All Members must be present April 5th Absentee Canvass I, April 11th Provisional Canvass and April 13th Absentee Canvass II.

Director's Report:

- Introduced Charlotte Davis, Deputy Director.
- Projector presentation and discussion of recent/pending State level Legislation.
- Provided and discussed the Budget.
- Gave report on Temporary Office Hiring.
- Warehouse L&A Testing, Friday March 16, 10:00 am – 1:00 pm. Board Members are to provide Secretary their time of availability times. A Board Member must witness testing, and sign resulting tapes, thereby witnessing and validating test results.

Deputy Director's Report:

- Online Voter Registration (OLIVER) Motor Vehicle Administration (MVA) electronic Signatures. Today's "Batch" necessitated calls to the Help Desk.
- If an error occurs that HCBE cannot fix, it is sent to State Board of Elections.
- Absentee Ballots; 278 have been received.

Director Report, cont'd.:

- MAEO Conference June 3rd through June 6th at Deep Creek Lake, Wisp, Garrett County.
- Reported on League of Women Voters Meeting .Training will be held March 16th and 19th for further understanding of what to look for and type of feedback needed.

Attorney's Report:

- Telephone Conference calls with Nickie Trella begin this Wednesday, the 29th.
- Attorneys will be on conference calls to answer any questions or address any issues that may arise.
- On February 9th, the Court of Special Appeals issued its final Decision upholding the HCBE's actions in Swatek/TAG vs. Board of Elections.
(Ms. Balcerzak, on behalf of the Board, thanked Mr. Molinaro for his work on the above Case.)

New Business:**Old Business:** None

Actions: The next meeting of the Howard County Board of Elections is scheduled for March 19, 2012 at 4:00 PM in the Howard County Board of Elections Boardroom. There being no further business, Ms. Thewes' motion to adjourn was seconded by Ms. Rice and unanimously agreed upon. Meeting adjourned at 5:47 PM.

Respectfully submitted,

Vivian L. Dixon 19 Mar 2012
Vivian L. Dixon, Board Secretary

Ann M. Balcerzak 19 Mar 2012
Ann M. Balcerzak, Board President