

**Final Minutes
Frederick County Electoral Board
July 23, 2019**

The Frederick County Electoral Board met on Tuesday, July 23, 2019. Those present were Vice-Chair Marie Straub, Secretary Tom Reed, Machine Tech Jim Ott, Deputy Registrar Diane Lockhart, Registrar Richard Venskoske, and newly appointment board member Craig Lambert.

1. The meeting was called to order by Vice-Chair Marie Straub at 5:00 pm. And on Motion by Secretary Tom Reed, seconded by Craig Lambert the agenda was adopted by 3-0.
2. Upon Motion by the Secretary, seconded by Craig Lambert, the minutes from the June 6, 2019 was approved as printed 3-0.
3. On request by the Registrar, the agenda was rearranged to permit reorganization of the Electoral Board. The Secretary moved for Marie Straub be appointed Chair and on second by Craig the motion carried 3-0. On motion from Vice-Chair, Tom Reed was called to be Secretary and on second from Craig Lambert the motion carried 3-0. Craig Lambert will serve as Vice-Chair.
4. With planning for the November 5 election individuals selected as election officer will be completed by August 15 for a final review and appointed at a later date. Election officer training is scheduled for October 24 & 25 from 5:00 until 8:30 pm. Other plans include CAP L&A to be completed on September 17 and the November election L&A to be done October 21 & 22.
5. Appointment of election officers was postponed to the September meeting. Other election work was addressed under planning for November5, 2019 General Election
6. Under the Registrar report it was remarked that training will be strongly emphasized before November with meetings planned with election chiefs for input and suggestions. Methods were discussed to assist and improve the polling place operation.
7. It was also reported that two candidates had been sent notice of fines for late filing.
8. The County Board of Supervisors had indicated that election activity reports could be provided quarterly rather than monthly.

9. The next meeting is scheduled for September 5 at 5:00 pm

With no further business to come before the board and on motion from the Secretary and seconded by the Chair the meeting adjourned at 5:55 pm.

Submitted by.

Tom Reed
Tom Reed, Secretary

Approved: Mark J. Smith Chair

[Signature] Vice Chair

Tom Reed Secretary

Date 9-5-19