

## **AGENDA**

**June 5<sup>th</sup>, 2025**

### Call Meeting to Order

- I. Welcome Guest
- II. Report Board Absences
- III. Approved Minutes
- IV. Addition(s) or Changes to Agenda – Addition and changes have been added to the agenda.
- V. Director’s Report –. There was no board meeting held in May 2025.
- VI. Documents
  - a. Board Minutes – April 3<sup>rd</sup>, 2025
  - b. Precinct Voter Count – June 2025
  - c. Open Meeting Act Complaints and Opinions
  - d. Election Calendar
  - e. Updated Versions of the Open Meeting Act Documents
    - 2025 Meeting Agenda & Minutes Guidelines
    - Open Meeting Compliance Checklist
    - Closing Statement Instructions
    - Closing Statement Sample
    - Closing Statement Template
  - f. LBE Meeting Pre-and Post Meeting Act & Notices
  - g. CDCE Presentation
  - h. General Information – Boards & Commissions
  - i. Secondary – Employment
  - j. Secondary Employment Fill-In Form
- VII. Old Business
  - a. Increase Election Judge Pay – letter from board supporting increase.
  - b. Office Security Upgrades – The Glass Guy
  - c. Maeo May 4<sup>th</sup> – May 9<sup>th</sup>, 2025
  - d. Minary’s Outreach – voter registration, election judge recruitment
    - 4/9 - Brook Meadows – did not participate
    - 4/26 - Washington College – Mary & Paul
    - 6/11 -Calvert Heights - Michelle & Lisa
    - Ethics – deadline April 30, 2025
  - e. Working Class – recognized party
  - f. FY 2026 Budget

## VIII. New Business

- a. Kent County Fair – July 16<sup>th</sup> – 19<sup>th</sup> (attended Friday and Saturday)
- b. Legacy Day – August 16<sup>th</sup>, 2025
- c. Opening Meeting Act Training – must be completed by all board members
- d. Acknowledgement and Announcement of Open Meetings Act violation opinions:
  - 19 Official Opinions of the Compliance Board 120 (2025); Complaint No. 25-39 filed February 14, 2025, by Barbara Reed; Opinion issued May 13, 2025 (public notice re LBE's February 2025 meeting)
  - 19 Official Opinions of the Compliance Board 131 (2025); Complaint No. 25-49 filed March 25, 2025, by Jolie McShane; Opinion issued May 16, 2025 (posting LBE's February and March 2024 meeting minutes on website)
- e. Closed Meeting Minutes 05/22/2025
- f. PEP – Election Director

Closed Meeting: Part of the meeting will be closed in accordance with Open Meetings Act procedures, to discuss Election Director Ms. Blake's performance evaluation.

Public Participation: Members of the public may address the Board. Pursuant to §3.2B of the Board's bylaws, public participation at a meeting must be pre-scheduled and pre-approved by the President. To request approval to speak at a board meeting, contact Michelle Holliday at 410-778-0038 ext. 1 or by email [michelle.meekins@maryland.gov](mailto:michelle.meekins@maryland.gov) no later than 5 pm the day before the meeting. Public Participation is limited to space restraints.

The next board meeting is scheduled for July 3<sup>rd</sup>, 2025, at 8:30 am. If there is no business to discuss there will not be a board meeting held.

## IX. Adjournment