City of Salisbury Election Board - Minutes

Tuesday, July 25, 2023

Salisbury HQS Building

Members Present: Susan Carey, Chair and Harry Basehart, Secretary.

Others Present: Kim Nichols, City Clerk, Julie English, Assistant City Clerk. From the Wicomico County Board of Elections (WCBE): Dionne Church, Election Director; Bill Blockston, Deputy Director; and Jocelyn Abbott Montgomery, Election Supervisor.

**Call Meeting to Order**

Susan Carey (participating by phone), Chair of the Salisbury Election Board, called the meeting to order at 2:04 P.M.

**Minutes of June 20, 2023**

* Approved.

**Wicomico County Board of Elections – Ms. Church**

* 2013 City Election Timeline Review.
* VNC (Voter Notification Cards) to inform city voters that are in new council district will be mailed in early August. City has received the invoice and it has been paid.
* Election Judge Manual update was reviewed by the City Clerk. Appointment of Election Judges will be completed by Aug. 8.
* ES & S (Election Systems & Software). Ballot printing is on schedule. 8,500 ballots will be printed at a cost of approximately $1,900.00 plus shipping.
* Specimen Ballot Update. Nothing new, on schedule for shipping to all city registered voters in early to middle of October.
* City of Salisbury Staff Hours. WCBE staff time is within original parameters and unlikely that additional time will be required. WCBE will provide the City Clerk at the beginning of October a cost estimate for a recount or a Special Election in the event of a tied election.

**City Clerk and/or Election Board Members**

* City of Salisbury Election Website. Link to city elections has been moved to the city’s homepage and is prominently displayed.
* Polling Place Rental Agreements. Agreements have been signed for all five district polling places.
* Candidate Filings & Deadlines. Two candidates have filed in each of the following: Mayor, Council Districts 1 and 2. Council Districts 3 and 4 have one candidate in each

district. No candidates have, filed in District 5.

**Miscellaneous**

* Discussion of WCBE’s procedures for ensuring mail-in ballot applicants are from city residents, visits to nursing homes, and registered write-in candidates. Simplifying the “Election District Map-Enter Street Address to Determine Polling Place” was discussed with the Assistant City Clerk.
* Next meeting is scheduled for 2:00 P.M., Tuesday, August 29 at HQS Building conference room on South Division St.

**Meeting adjourned at 2:48 P.M.**

Harry Basehart, Secretary