City of Salisbury Election Board - Minutes

Tuesday, August 29, 2023

Salisbury HQS Building

Members Present: Susan Carey, Chair, Harry Basehart, Secretary, Lou Rimbach.

Others Present: Kim Nichols, City Clerk. From the Wicomico County Board of Elections (WCBE): Dionne Church, Election Director; Jocelyn Abbott Montgomery, Election Supervisor; Veronica Fox, Election Program Assistant; Judi East, Election Judge Coordinator.

**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 July 25, 2023**

* Approved.

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

* 2013 City Election Timeline Review.
* Election Judge Manual is complete and copies were distributed to the City Clerk and Election Board members.
* Fifty-five (55) Election Judges have been appointed; five are standbys. Ten (10) judges are slated to work at each of the five (5) polling locations on Election Day.
* Election Judge training is scheduled for Sept. 26, Sept. 28, and Oct. 3.
* State Board of Elections is completing the specimen ballot and it should be finalized in a day or two. Ballot will be sent to the City Clerk for review in case of a last-minute candidate withdrawal, last day is 4:30 P.M., Friday, Sept. 1. Ballot production should be almost completed by next meeting.
* Discussion of write-ins. Each office on the ballot will have a slot for a voter to write-in the name of a person that is not on the ballot. Votes for write-in candidates are counted if they are registered as a write-in, not registered, not counted. The deadline to register is Thursday, October 19. See further discussion below.
* WCBE Director will update the polling location evaluation forms used by Election Board members during their visits to each location on Election Day.
* City Clerk and Election Board must designate at least two Board members to participate in verification of required supplies for each polling location. Supply verification will be at WCBE on Tuesday, Oct. 3.

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

* Discussion of City Council residency requirement for candidates. A communication from a citizen to the City Clerk questions whether a filed candidate is a resident or not. It was a consensus among Board members that the City Clerk should contact the candidate and ask for documentation of residency.
* Further discussion of write-in candidates. Language in the City Charter or Code does not outline a process for write-in candidacies. In lieu of this, it was a consensus among Board members to approve the use of State of Maryland guidelines for write-in candidates. (Registration of a write-in candidate takes place in the City Clerk’s office, after completing a candidate’s packet their name is sent to WCBE).
* Discussion of surplus campaign funds. The question is this: Can a withdrawn candidate return a portion of surplus funds to contributors and transfer the remainder to another candidate? City code has a few guidelines, but it was the consensus that guidance on this specific question was not clear. City Clerk will ask for advice from the Candidacy and Finance Division of the State Board of Elections.

**Miscellaneous**

* One Board member asked if the Election District Map on the Elections Home Page could include the names of candidates and contact information for Mayor and Council Districts, Currently, only the names of incumbents are displayed.
* Next meeting is scheduled for 10:00 A.M., Thursday, Sept. 28 at the Wicomico County Board of Elections, 345 Snow Hill Rd.

**Meeting adjourned at 3:22 P.M.**

Harry Basehart, Secretary

**Minutes approved September 28, 2023**