

MINUTES

September 2, 2025

MEETING OF THE ALLEGANY COUNTY BOARD OF ELECTIONS 701 Kelly Road, Room 230, Cumberland, Maryland

ATTENDEES: John Stakem, President
Richard DeVore, Member
Debbie Johnson, Member
Cecilia Pittman, Member
Lisa Lyons, Member
Armand Pannone, Board Attorney
Diane Loibel, Election Administrator
Wendy Maddux, Deputy Director
Sarah Loar, Election Registrar

ABSENT: None

PUBLIC: Jamie Winters

DECLARATION OF QUORUM PRESENT

Mr. Stakem called the meeting to order at 9:00 A.M. and stated that there was a quorum present.

APPROVAL OF MINUTES

Mr. Stakem called for alterations, corrections, and/or approval of the minutes. Ms. Lyons made a motion to approve the August 5, 2025 Open Meeting board minutes. Ms. Johnson seconded the motion. The motion passed unanimously.

ATTORNEY'S REPORT

None

CORRESPONDENCE

None

ADDITIONS

None

ADMINISTRATOR'S REPORT

Personnel

The Registrar position was reposted on Friday, August 22, 2025. The deadline to submit an application is Friday, September 5, 2025. The job opening was shared on the Allegany County Board of Elections Facebook page.

Candidate Filings

No candidate filings for the month of August. We are expecting candidates to begin filing in September.

National Voter Registration Day

Frostburg State University has asked us to participate in their National Voter Registration event on Tuesday, September 16, 2025 from 11 A.M. to 1 P.M. We will provide further information when it is available.

Constitution Day

Constitution Day will be observed on Wednesday, September 17, 2025. We will coordinate with the local high schools to conduct voter registrations. An initial contact letter was sent the Superintendent of Allegany Public Schools on Monday, August 25, 2025. We are planning to visit the local high schools the week of September 15th through September 19th. We will be reaching out to the high school principals to arrange dates and times that work best with their student's schedules.

Mock Election

We will be conducting a Mock Election beginning in October. We will start by working through the ballot proofing process. The staff will perform Logic & Accuracy testing on the voting equipment that will be used for the Mock Election. We plan to simulate 4 days of Early Voting, Election Day, MIB1, Provisional Ballot Canvass, and MIB2. Our newest staff members will have the opportunity to process provisional ballot applications. Staff will participate in the canvass process in an effort to help the staff can feel comfortable and familiar with the procedures.

Warehouse Update

Work is expected to begin in October on our warehouse space. Adam Patterson, Director of Public Works, reached out to the other departments in the county that have boxes stored in our expanded area. Our goal is to double the size of the ballot room and create a space for supplies and packing. The equipment will remain in the current warehouse space since the electric is already established.

Meetings Attended

- Election Judge Manual Workgroup – 08/13/2025
- MAEO meeting - Virtual – 08/19/2025
- Election Judge Manual Workgroup – 08/20/2025
- Election Director and Deputy Directors – 08/21/2025
- Election Judge Application Revamp, MAEO meeting – 08/25/2025
- Election Judge Committee, MAEO meeting – 08/26/2025
- Election Judge Manual Workgroup – 08/27/2025

Election Judge Manual

The Election Judge Manual Workgroup continues to meet. The manual is expected to go to the Attorney General the week of Labor Day for review. The manual should be available for editing by the LBEs sometime mid-September. The workgroup has been reviewing the forms, the polling place evaluation form, and the Step by Step Guides.

Election Judge Update

As of 08/25/2025 we have 147 Yes and 5 No responses. We have received 1 nomination for our Pollcat VIP Award. Second notices will be sent to election judges that we have not heard from yet.

Computer Systems and Software Security Updates

Office staff has successfully applied the Microsoft Security updates for the month of August on SBE workstations. We have also updated other third-party software applications to their latest versions on all workstations.

Registration Statistics

Statistics for the month of August were as follows: Total Active Registration 44,739, Democrat 10,847, Republican 23,738, Green 57, Working Class Party 58, Unaffiliated 9,272, and Others 767.

OLD BUSINESS

a. 2026 Election Plan

1. Polling Places – It is the staff's recommendation to use the same polling places for the 2026 elections. Polling Place Agreement Letters were sent to the polling places and the Board of Education on June 2, 2025. At this time, 21 out of 28 facilities have agreed to continue use as a polling place. No action was taken at this time.
2. Alternate Early Voting Center – It is the staff's recommendation to use the same early voting center for the 2026 elections. The location is the Allegany County Department of Emergency Services, 1140 PPG Road, SE, Cumberland. A copy of the MOU has been provided for review. No action was taken at this time.
3. Ballot Drop Boxes – It is the staff's recommendation to use the same ballot drop box locations for the 2026 elections.

NEW BUSINESS

None

Board Members Report:

None

Disclosure of Campaign Contributions:

None

Next Meeting:

The next regular meeting will be held on Tuesday, October 7, 2025 at 9:00 A.M.

Adjournment:

Mr. Devore made a motion for adjournment. Ms. Johnson seconded the motion. The motion passed unanimously. Mr. Stakem adjourned the open meeting at 9:45 A.M.