



**Board of Supervisors of Elections  
Minutes  
Blue Crab Conference Room  
WebEx Board Meeting  
July 6, 2023  
6:00 PM**

**Boardmembers Present:** Robert Kurnick, Stephen Fisher, Joe Williams, Cathy Sindos

**Absent:** Stephen Weiner

**Staff:** City Clerk/Director of Council Operations Sara Taylor-Ferrell and Executive Assistant Judy Penny

**Guest:** Rockville Postmaster, Gabriel Hamilton; Manager of Customer Service for the USPS Rockville, Wesley W McMahon; hybrid attendees

**Convene and Welcome**

Chair Kurnick convened the meeting at 6:05 pm and welcomed all those in attendance.

**Approval of Minutes**

**Motion:** To approve the minutes of May 18, 2023, as submitted.

Moved by Boardmember Fisher, seconded by Boardmember Sindos, and approved unanimously.

**Questions to the Board**

Several candidates submitted questions about the newly adopted disclaimer requirements in Section 8-101(7) of the City Code

Chair Kurnick reviewed the letter from the City Attorney's office regarding the effective date of those requirements and the Board's discretion in enforcing that section. After a discussion the Board decided that, in the exercise of its discretion, it would not enforce those requirements with respect to any campaign materials that a candidate could show had been ordered or purchased before Section 8-101(7) had been amended on June 12, 2023.

**Motion:** The Board agree that the disclaimer requirements of Section 8-101 (7) are effective immediately but that the Board, in the exercise of its discretion, will not enforce those requirements with respect to campaign materials that a candidate can show were purchased or ordered prior to June 12, 2023.

Moved by Boardmember Fisher, seconded by Boardmember Sindos, and approved unanimously.

Chair Kurnick will draft letters responding to the questions posed by the candidates and those responses will be posted on the Board's website.

### **U.S. Postal Service Visit**

USPS Postmaster Gabe Hamilton and customer service manager Wesley McMahon provided an overview of how the postal service processes election materials, including voted ballots, during the campaign and on Election Day. They also discussed concerns regarding mail delivery to apartment buildings throughout the City.

They answered questions posed by the BSE regarding retrieval and delivery of voted ballots, the voted ballot batching process, and voted ballot delivery to City Hall on Election Day. USPS will make multiple deliveries on Election Day, including a final delivery before 8:00 pm on election night.

### **Review – Advisory Questions (Civic Design)**

Staff provided a draft of the proposed advisory questions as proposed by Civic Design. The M&C will review these questions at their meeting on July 17, 2023.

### **Review – 2<sup>nd</sup> Postcard Mailer**

Postcards were mailed the 1<sup>st</sup> week of July and received by residents. The 3<sup>rd</sup> postcard will include the approved advisory questions.

### **Recap – Campaign Finance Training**

The Board reviewed the training process and the number of participants. The next training is scheduled for Saturday, September 9, 2023.

### **New and Old Business**

A letter was sent on July 5<sup>th</sup> to nursing and assisted living facilities to schedule times for voter outreach.

### **Future Meetings**

An in-person meeting will be conducted on Thursday, August 17, 6:00 pm in the Black-Eyed Susan Conference Room. Proof of vaccination and face masks will be optional.

### **Adjournment**

There being no further business, the meeting was adjourned at 7:36 p.m.

**Motion:** To adjourn.

Moved by Boardmember Fisher, seconded by Boardmember Sindos, and approved unanimously.