



Cecil County Board of Elections

August 20, 2025

MINUTES

PUBLIC NOTICE OF THE MEETING

Public notice of the Board meeting was provided by displaying the meeting information and agenda on the bulletin board in the lobby of the Cecil County Administration Building, and by posting on the Election agency website and Election agency social media platforms. A copy of the agenda was made available.

MINUTES

The Cecil County Board of Elections Board meeting was held on August 20, 2025, in the Perryville Room on the 2nd Floor of the Cecil County Administration Building located at 200 Chesapeake Boulevard in Elkton, Maryland. Public viewing of this meeting was available in person and via webinar. Board member attendance was in person, as noted below:

ATTENDEE	Jennifer Graham	President
	Stephen Stiles	Vice President
	Krista Moretz	Secretary
	Holcombe Grier	Board Member
	Bradley Moore	Board Attorney
	Gary Holmes	Director
	Karen Benecewicz	Deputy Director
	Sheri Woodruff	Supervisor
	Sean Brimm	Public

DECLARATION OF QUORUM

The meeting was called to order by President Jennifer Graham at 3:13 pm. Quorum was established with four (4) Board Members present; Eunice Grant did not attend.

AGENDA

No additions to the agenda.

APPROVAL OF MINUTES

The Minutes of the July 16, 2025, Board meeting were provided to the Board with a copy in each of their folders.

MOTION: Board Member, Holcombe Grier motioned to approve minutes for July 16, 2025.

SECOND: Stephen Stiles, Board Vice President

ACTION: Minutes approved unanimously.

PRESIDENT'S REMARKS

Jennifer Graham thanked Jasmine and Sheri for getting us up and running, as there were some technical difficulties that prevented us from starting promptly at 3 PM. Jennifer stated she was pleased to see all the outreaches that had been attended and Facebook was active with posting the

events. Jennifer inquired as to the questions being asked at the events related to voter registration and/or mail-in ballots. It was explained that the current focus is on election judge recruitment and voter registration.

DIRECTOR'S REPORT

Gary Holmes, Director, enclosed his director's report with the agenda in the folders for the board. Gary stated that over the course of the month, the office processed 1244 records, and that the Critical Assessment assigned by SBE had been completed.

The staff is still holding weekly meetings/ trainings on Wednesday's. Today's meeting was a training on how the critical oversight report is completed. The presentation was filmed for future reference. Karen and Gary attended this month's MAEO meeting (August 19, 2025), which was held in Dorchester County. They presented the new state certification program that is in development with MAEO, the University of Maryland, and the Election Group. The hope is to roll out the program in 2026 after course descriptions and instructors have been established. The new state-provided election judge application was also discussed. Additional meetings on this topic are to be held on Monday, August 25, 2025. Sheri was named as co-chair for the MAEO conference planning committee.

The staff is currently finishing up the last of the polling place site visits. While visiting, they have taken photos of the 100 ft. no electioneering zones at each location. The next step is to visit all the alternative locations and perhaps consider some new alternative locations. The contract for the Church of the Nazarene is being sent so that it can be presented to their board at the end of the month. We are considering renting lights for the parking area, especially for the General Early Voting.

Gary, Karen, and Sheri are taking part in a Pathfinder subcohort on budgets and ballot management. These programs follow us through the end of 2026. Gary stated that he recently attended a Bias training, met with the county's Risk Management office, and continues to remain in contact with the realtor and the county administrators regarding a new office/warehouse space. The office will undertake organizing the digital files and coming up with a coherent labeling system for frequently used forms.

The staff will be attending a variety of trainings in the next few weeks. A majority of the staff will be attending ALICE training (active shooter), the mandated Sexual Harassment training, and fire warden training. Christine, Sheri, and Farrah are scheduled to take the upcoming driver's course so they can drive county vehicles.

Gary stated that we still have some outreach events scheduled into the early fall. The events include:

North East Back to School Night – August 21, 2025

Paws in the Park – September 13, 2025

Cecil College Constitution/ Citizenship Day – September 17, 2025

Fall Fest – Elkton Main St. – September 20, 2025

Pirate Day at Port Deposit – September 21, 2025

Heritage Day – October 18, 2025

Gary stated that the county is still working on the new website development. The staff will be transitioning Farrah to handle the social media accounts after a meeting next week. The Election Plan for the Gubernatorial Primary is due to SBE in November.

COUNSEL'S REPORT

Bradley Moore had no report.

Jennifer Graham, Board President asked how the U.S.D.O.J (Dept. of Justice) request for the voter list might affect us. It was made known that Jared DeMarinis had put out a public statement. In addition, regarding President Trump's statements on mail-in voting and voting machines, states and counties maintain control over elections.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

An updated mission statement was presented to the board. Jennifer Graham stated that she would like to see the word security as a reassurance to the community. Krista Moretz, believed that the mission statement might be too long and that it should be short enough to memorize. Sheri presented her with examples of mission statements from the state and various counties. The question was posed in a previous meeting about why we attend outreach events. The thought was to add it to the mission statement. To include the word non-partisan as it is implied or is it necessary? Based on the feedback, Sheri stated that she would make final adjustments to the statement and share it with the board, along with pinning it to our social media account.

ANNOUNCEMENTS AND DISCLOSURES

There were no announcements or disclosures at this meeting.

QUESTIONS AND CONCERNS

Sean Brimm asked us to confirm again the Church of the Nazarene would be the second early voting location. The church is to vote at the end of August, but the pastor did not believe that there would be an issue.

Scouting locations in that area of the county had been done earlier in the summer with no success. We had hoped for possibly a library, as the room's size is ideal. But, due to Early Voting conflicting with summer reading (primary) and back to school (general) it would not work out.

Board Folders:

- July 16, 2025 – Board Meeting Minutes for approval
- Director's Report
- August 20, 2025 Agenda
- VR-013 Monthly Statistics Report
- Mission Statement
- CMEA Certified Maryland Election Administrator (MAEO program for 2026 launch)

NEXT BOARD MEETING

The Board Meeting will convene at 3:00 pm on September 17, 2025, in the Rising Sun Room in the Cecil County Administrative Bldg. (Holcombe may be in attendance, if virtual is possible.)

ADJOURNMENT

Holcombe Grier (Member) motioned to adjourn the meeting.
The motion was seconded by Stephen Stiles (Vice President)
The meeting adjourned at 4:03pm.

Respectfully submitted,

Krista Moretz, Secretary

Jennifer Graham, President

Meetings, Trainings, and Important Dates:

- August 19, 2025 – MAEO meeting Dorchester Co.
- August 20, 2025 – Board Meeting
- August 28, 2025 – SBE Board Meeting
- September 1, 2025 – Closed Labor Day
- September 16, 2025 – MAEO meeting St. Mary’s Co.
- September 17, 2025 – Board Meeting
- October 13, 2025 – Closed Columbus Day
- October 15, 2025 – Board Meeting
- October 21, 2025 – MAEO meeting Washington Co.
- October 20, 2025- Rising Sun Municipal Election
- November 11, 2025 – Closed Veterans Day
- November 18, 2025 – MAEO meeting Prince George’s Co.
- November 19, 2025 – Board Meeting
- November 27-28, 2025 – Closed Thanksgiving Holiday
- December 16, 2025 – MAEO meeting/ Holiday Party Carroll Co.
- December 17, 2025 – Board Meeting
- December 25, 2025 – Closed Christmas Holiday