



Cecil County Board of Elections
October 15, 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 October 15, 2025 in the Rising Sun 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 Zoom webinar. Board member attendance was in person and by phone, as noted below:

ATTENDEES	Jennifer Graham	President (via phone)
	Stephen Stiles	Vice President
	Krista Moretz	Secretary
	Eunice Grant	Member
	Holcombe Grier	Member
	Gary Holmes	Director
	Karen Benecewicz	Deputy Director (via Zoom)
	Sheri Woodruff	Supervisor
	Mary Nelson	Public

DECLARATION OF QUORUM

The meeting was called to order by Vice President Stephen Stiles at 3:03pm. Quorum was established with all five Board Members present in person or by phone.

AGENDA

No additions to the agenda.

APPROVAL OF MINUTES

The Minutes of the September 17, 2025 Board meeting were provided to the Board with a copy in each of their folders.

MOTION: Member Eunice Grant motioned to approve the minutes for September 17, 2025

SECOND: Secretary Krista Moretz

ACTION: Minutes approved unanimously

PRESIDENT’S REMARKS

Jennifer Graham thanked the team for the enabling technology and flexibility that allowed her to join the call by phone this month.

DIRECTOR'S REPORT

Director Gary Holmes enclosed his director's report, along with the agenda and a few other documents in the folders for the Board. Gary stated that, over the course of the month, the office processed 464 records and there are 74,400 active voters in the county. The monthly Critical Audit assigned by SBE has been completed, as well as the felon records, Jury List, Century List (active voters over 100 years old), "fuzzy matching" and duplicate lists. These last two are designed to help us to confirm precisely correct voter names and prevent inadvertent duplicate files.

The office was closed on Monday, October 13 in observance of Columbus Day/Indigenous Peoples' Day. The Election Judge training schedule for 2026 is being finalized and we continue to gather applications for next year. During the month of October, some staff have been displaced for HVAC work in the County building. Staff have secured other work locations on the campus, in addition to the ability to work from home with secure laptop access. We have used this "move" to further organize the office by shredding non-retained documents and sending retained materials to storage or to Archives.

The only candidate filing since the last meeting was the County Council President filing for re-election. The staff continues to hold weekly meetings and "continuing education" trainings on Wednesdays. Deputy Director Karen Benecewicz is spearheading compilation of the Election Plan, which we hope to present to the Board next month.

Staff continue to participate in MAEO meetings and to actively serve on MAEO committees representing Cecil County. All staff have completed ALICE (active shooter) training, as well as Fire Safety training. Election Supervisor Sheri Woodruff also leads us in our own office-specific planning and orientations for both areas of concern to keep safety top-of-mind. Gary and Karen attend Director/Deputy meetings with SBE, and the entire staff has attended the monthly SBE/LBE meetings, as well as completed mandatory sexual harassment prevention training. At the SBE/LBE collaboration meeting, two items of note: the State has a reward package currently in progress for the statewide Poll Book Modernization Project and SBE is reviewing four proposals for technical review for the new voting system.

We have received positive feedback from launch of our first-ever Cecil County BOE newsletter. This is also pinned to the top of our social media pages. More than 450 readers received the newsletter via email, including our active judges, elected officials, and other County/community agencies. We will publish this document twice annually on March 1 and October 1. We have had strong positive response to our numerous Community Outreach events in the last several months, with our final event upcoming at Heritage Day at the Cecil County Farm Museum on Saturday, October 18. Special thanks to the staff who work our table at these events largely after-hours and on weekends.

A new County website is being launched, of which Elections is a part. Statewide Electronic Pollbook (EPB) battery testing is underway now through mid-November, and we continue to prepare the warehouse and election materials for use in 2026. Election Day polling place

evaluations are complete and we are finalizing Early Voting locations, including an emergency EV backup location.

COUNSEL’S REPORT

Bradley Moore was not present for the meeting and had no report.

OLD BUSINESS

Gary continues to meet with County Finance and Administration to discuss a new facility. We hope to have more to report on this topic in the coming weeks/months.

NEW BUSINESS

The County has adopted use of a new round logo (replacing the diamond shape) on its website and other public-facing materials, so Sheri provided an updated laminated copy of the BOE mission statement for Board members. The content of the mission statement is unchanged.

ANNOUNCEMENTS AND DISCLOSURES

There were no announcements or disclosures at this meeting.

QUESTIONS AND CONCERNS

There were no questions or concerns presented at this meeting.

BOARD FOLDERS

- September 17, 2025 Board Meeting Minutes for approval
- Director’s Report
- October 15, 2025 Agenda
- VR-013 Monthly Statistics Report
- Quarterly MAEO Connect 24 Newsletter

NEXT BOARD MEETING

The Board Meeting will convene at 3:00 pm on November 19, 2025 in the Rising Sun Room of the Cecil County Administrative Building.

ADJOURNMENT

MOTION: Member Holcombe Grier motioned to adjourn the meeting

SECOND: The motion was seconded by Member Eunice Grant

ACTION: The meeting adjourned at 3:25 pm

Respectfully submitted,

Krista Moretz, Secretary

Jennifer Graham, President

Upcoming Meetings, Trainings, and Important Dates:

November 18, 2025 – MAEO monthly meeting (Prince George’s County)

November 19, 2025 – Cecil County Board Meeting

November 27-28, 2025 – Office closed for Thanksgiving

December 16, 2025 – MAEO monthly meeting (Carroll County)

December 17, 2025 – Cecil County Board Meeting

December 25, 2025 – Office closed for Christmas