



# CAROLINE COUNTY BOARD OF ELECTIONS

403 S. Seventh Street, Suite 247, Denton, MD 21629

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Caroline County Board of Elections Meeting  
403 S. 7<sup>th</sup> Street, Suite 111, Denton, MD 21629  
February 13, 2026 9:30 a.m.

The meeting will be held in-person and live streamed:  
<https://www.carolinemd.org/667/Live-Meetings>

## AGENDA

1. Declaration of Quorum Present
2. Welcome Members & Guests
3. Closed Session Report Out
4. Approval of Minutes
  - a. December 12, 2025 Meeting
5. Request Changes to the Agenda
6. Election Director's Report
7. Board Members' Report/Disclosure of Campaign Contributions
8. Board Attorney's Report
9. Old Business
10. New Business
  - a. FY2027 Budget Request
  - b. Press Release: Maryland State Board of Elections Reassures Voters that MIB Voting is Secure and Convenient Option for Casting Your Vote (January 14, 2026)
11. Public Comments
12. Schedule Next Meeting
13. Adjournment

**Public Participation:** Members of the public may address the Board. Pursuant to §3.2B of the Board's bylaws, public participation at a meeting must be pre-scheduled and pre-approved by the President. To request approval to speak at a board meeting, contact Allison Murphy at 410-479-8145 or by email [allison.murphy@maryland.gov](mailto:allison.murphy@maryland.gov) no later than 4:00 pm the day before the meeting.

**Caroline County Board of Elections**  
**Monthly Board Meeting**  
Health & Public Services Building  
403 S. Seventh Street, Suite 111, Denton, Maryland  
Friday, December 12, 2025 – 11:00 a.m.

**In Attendance:**

**Board:**

James Bilbrough II, President  
Suzanne Campos, Vice President  
Margaret Thompson, Member

Dana Callahan, Member  
Walter Palmer, Board Attorney

**Staff:**

Allison Murphy, Election Director  
Tammy Willis, Election Program Specialist

**Guests:**

No guests were present.

**Declaration of Quorum Present**

Mr. Bilbrough called the meeting to order at 11:01 a.m. and stated that there was a quorum present.

**Closed Session Report Out**

Mr. Bilbrough read the closed session report out. The closed session took place November 14, 2025, from 9:47 a.m. until 10:11 a.m., under General Provisions Art. §3-305(b)(1): To discuss the performance evaluation of an employee. Those in attendance were James Bilbrough, Margaret Thompson, Suzanne Campos, Dana Callahan, Walter Palmer and virtually Jared DeMarinis, State Board Administrator. No votes were taken.

**Approval of Meeting Minutes from November 14, 2025**

Mrs. Thompson made a motion to approve the meeting minutes. Ms. Campos seconded the motion. The motion passed unanimously.

**Request Changes to the Agenda**

There were none.

**Election Director's Report**

Mrs. Murphy reviewed the Director's Report with the Board.

Administration/Meetings:

Mrs. Murphy informed the Board that staff attended several Maryland Association of Election Officials (MAEO) committee and State Board of Elections (SBE) meetings. She stated that our 2026 Election Plan encompassing our polling places, drop boxes and early voting center was approved by the State Board of Elections at their December 4, 2026, meeting.

Voter Registration:

Mrs. Murphy stated the voter registration totals report was included for review. No further discussion.

Election Judges:

Mrs. Murphy reviewed the December 3<sup>rd</sup> Election Judge Assignment report and reiterated that the goal is to have balanced partisanship in the polling places. We are still recruiting election judges for the 2026 election cycle.

Mrs. Murphy stated the 2026 Election Judge Manual is currently being reviewed and customized by staff.

Candidate Filing:

Fourteen candidates have filed for local offices.

**Board Member's Report/Disclosure of Campaign Contributions**

No report.

**Board Attorney's Report**

No report.

**Old Business**

No old business to discuss.

**New Business**

No new business to discuss.

**Public Comments**

No public comment.

**Schedule the Next Meeting**

Mrs. Murphy announced she has jury duty during the month of January and asked if the January meeting can be skipped due to the unknown commitment. The board agreed to have the next meeting on Friday, February 13, 2026, at 9:30 a.m. at the Health & Public Services Building, 403 S. 7<sup>th</sup> Street, Suite 111, Denton, Maryland.

**Closed Session**

Mr. Bilbrough read the closing statement; this meeting will be closed under General Provisions Article § 3-305(b)(1), to discuss the performance evaluation of personnel and asked for a motion to enter closed session. Mrs. Callahan made a motion to close the meeting, and Mrs. Thompson seconded the motion. The motion passed unanimously.

**Adjournment**

Ms. Campos made a motion to adjourn the open meeting; Mrs. Callahan seconded the motion. The motion passed unanimously. Mr. Bilbrough adjourned the open meeting at 11:11 a.m.

Respectfully submitted.

Signed: \_\_\_\_\_

Ms. Tammy Willis  
Election Program Specialist

Approved: \_\_\_\_\_

Mr. James Bilbrough, II  
Board President

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

## **Election Director's Report**

February 13, 2026

### Administration/Meetings

- Staff virtually attended multiple SBE/MAEO committee meetings.
- Staff evaluations were completed in December.
- The FY27 Budget Request was submitted to the County on 1/30/2026.
- MD State Ethics Disclosure filings are due 4/30/2026.

### Voter Registration

- Voter registration totals reports from December 2025 and February 2026 are included for review. No January comparison because we did not meet in January.
- Voter Registration and Mail-in Voting information was sent to nursing homes on 2/3/2026.

### Election Judges

- SBE Policy 2026-01 (formerly 2025-04, passed January 22, 2026) Election Judge Parity
- An Election Judge Assignment report as of 2/2/2026 is included.
- Election Judge Assignments were mailed to judges on 1/8/2026.

### Equipment & Supplies

- Quarterly equipment charging was completed in December.
- Election supply packing has begun.
- FY26 Annual inventory audit period opened on 2/1/2026. The deadline is 5/31/2026.
- The new pollbook solution has been selected, Tenex Software Solutions.
  - Delivery is anticipated in FY27 for use in the 2028 elections.
- The new voting system vendor has been selected, but info. not released yet.
  - For use in the 2028 elections.

### Legislation

- 2025 Legislative Session began on 1/14/2026.
- HB621/SB443 – Local Board of Elections – Board Counsel – Qualifications
- Several election related bills have been introduced and are being monitored by MAEO.

### Candidate Filing

- The list of statewide candidates can be viewed here:  
[https://elections.maryland.gov/elections/2026/Primary\\_candidates/index.html](https://elections.maryland.gov/elections/2026/Primary_candidates/index.html)
- As of 2/2/2026, 19 candidates have filed candidacy for local contests in Caroline County.

<b>Contest</b>	<b>Candidate</b>		<b>Party Affiliation</b>
County Commissioner	Winston	Savannah	Democratic
County Commissioner	Friday	Linda	Republican
County Commissioner	Mann	Michael A.	Republican
County Commissioner	Porter	Larry C.	Republican
Clerk of the Circuit Court	Gallagher	Peggy A.	Republican
Clerk of the Circuit Court	Hannawald	Margie S.	Republican
Clerk of the Circuit Court	Ramsey	Stephanie B.	Republican
Register of Wills	Andrew	Matthew R.	Republican
Register of Wills	Bartz	Frank	Republican
Register of Wills	Carmean	Beth Trice	Republican
Register of Wills	Dunn	Linda	Republican
Register of Wills	Scott	Wade	Republican
Judge of the Orphans' Court	Adams	Ellery	Republican
Sheriff	Baker	Donnie	Republican
Republican Central Committee	Adams	Wendy Jensen	Republican
Republican Central Committee	Quick	Julie	Republican
Republican Central Committee	Reynolds	Donald W.	Republican
Board of Education	Hayhurst	Jean	Non-Partisan
Board of Education	Plutschak	Patrick Troy	Non-Partisan

**DECEMBER 2025**

Board of Elections: Caroline  
User Name : Willis, Tammy L

**Precinct Voter Counts Report**

Date : 12/01/2025  
Report No. : DP-007

Precinct : All Status : Active Inactive Status Reason: All Split : All

	TOTAL	DEM	REP	GRN	WCP	UNA	OTHERS
Dist/Prec: 01001	1602	304	839	0	4	423	32
Dist/Prec: 02001	4218	952	2163	7	6	1018	72
Dist/Prec: 03001	5578	1715	2486	7	8	1290	72
Dist/Prec: 04001	2956	743	1517	2	5	649	40
Dist/Prec: 05001	3274	1072	1315	7	10	802	68
Dist/Prec: 06001	1703	364	964	4	1	345	25
Dist/Prec: 07001	3025	793	1514	6	1	661	50
Dist/Prec: 08001	1580	299	915	3	0	340	23
<b>Grand Total</b>	<b>23936</b>	<b>6242</b>	<b>11713</b>	<b>36</b>	<b>35</b>	<b>5528</b>	<b>382</b>

**FEBRUARY 2026**

Board of Elections: Caroline  
User Name : Willis, Tammy L

**Precinct Voter Counts Report**

Date : 02/02/2026  
Report No. : DP-007

Precinct : All Status : Active Inactive Status Reason: All Split : All

	TOTAL	DEM	REP	GRN	WCP	UNA	OTHERS
Dist/Prec: 01001	1606	302	839	0	4	429	32
Dist/Prec: 02001	4242	948	2188	8	6	1020	72
Dist/Prec: 03001	5575	1715	2480	7	8	1293	72
Dist/Prec: 04001	2953	738	1514	2	5	653	41
Dist/Prec: 05001	3270	1070	1307	7	10	809	67
Dist/Prec: 06001	1708	363	968	4	1	346	26
Dist/Prec: 07001	3038	791	1521	6	2	665	53
Dist/Prec: 08001	1591	299	924	3	0	343	22
<b>Grand Total</b>	<b>23983</b>	<b>6226</b>	<b>11741</b>	<b>37</b>	<b>36</b>	<b>5558</b>	<b>385</b>

Change of 47 16 28 1 1 30 3



**Jared DeMarinis**  
State Administrator

**Katherine Berry**  
Deputy Administrator

**Michael Summers**, Chairman  
**Jim Shalleck**, Vice Chairman  
**Diane Butler**  
**Victoria Jackson-Stanley**  
**Eric Bryant**

**Policy 2026-01 (formerly 2025-04, passed January 22, 2026)**  
**Election Judge Parity**

*Pursuant to Election Law Article §10-201, the Election Director shall assign election judges to achieve parity to the extent practicable at each polling place. In order to assist in the recruitment of election judges, the Election Director shall provide a vacancy report monthly to their local board of elections members beginning in February 2026. The vacancy report should be a statistical report which includes the polling place and party breakdown by election judge type.*

FAX (410) 974- 2019	Toll Free Phone Number (800) 222-8683	151 West Street Suite 200
MD Relay Service (800) 735-2258	<a href="https://elections.maryland.gov">https://elections.maryland.gov</a>	Annapolis, Maryland 21401

Caroline County Board of Elections  
**Election Judge Assignments**  
 2026 Primary Election

Precinct	Total Positions	Assigned																		Vacancy
		Chief Judges			Check-in Judges			Ballot Issue Judges			Voting Judges			Provisional Judge						
		DEM	REP	UNA	DEM	REP	UNA	DEM	REP	UNA	DEM	REP	UNA	DEM	REP	UNA				
06EV01 Early Voting	87	8	8	0	7	8	1	8	6	2	15	16	0	4	4	0	0			
001-001 Goldsboro Fire Hall	11	1	1	0	0	1	1	1	1	0	3	1	0	0	1	0	0			
002-001 Greensboro YFC Community Hall	12	1	1	0	1	2	0	2	0	0	2	2	0	0	1	0	0			
003-001 Denton Fire Hall	12	1	1	0	1	2	0	1	1	0	2	2	0	1	0	0	0			
004-001 Preston Fire Hall	12	1	1	0	2	1	0	1	1	0	2	2	0	0	1	0	0			
005-001 Fedoralsburg Fire Hall	12	1	1	0	1	2	0	0	2	0	3	1	0	1	0	0	0			
006-001 Hillsboro Town Hall	11	1	1	0	0	1	1	1	1	0	2	2	0	1	0	0	0			
007-001 Ridgely Fire Hall	12	1	1	0	1	2	0	2	0	0	2	2	0	0	1	0	0			
008-001 Col. Richardson High School	11	1	1	0	1	1	0	0	1	1	2	2	0	1	0	0	0			
<b>TOTAL</b>		<b>16</b>	<b>16</b>	<b>0</b>	<b>14</b>	<b>20</b>	<b>3</b>	<b>16</b>	<b>13</b>	<b>3</b>	<b>33</b>	<b>30</b>	<b>0</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0</b>			

Total Early Voting Positions 87  
 Total Early Voting Positions Filled 87  
 Total Early Voting Positions Vacant 0  
 Total Election Day Positions 93  
 Total Election Day Positions Filled 93  
 Total Election Day Positions Vacant 0



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**TO:** Caroline County Commissioners

**FR:** Allison Murphy,  
Election Director

**Date:** February 2, 2026

**RE:** **FY2027 Budget Request**

The Board of Elections' FY2027 budget request includes costs to prepare for and administer the 2026 Gubernatorial General Election, in addition to regular daily operating expenses. Our budget request includes the following increases and considerations:

*Mileage & Conference Expenses # 01.040.5245 –*

- Includes cost for staff to attend the professional training and development, the Maryland Election Official Certification Program.
- Includes cost of the annual Maryland Association of Election Officials (MAEO) Dues

*Voting & Reg. Services # 01.040.6610 –*

- Includes estimated costs provided by the State Board of Elections for the following major projects:
  - Statewide Pollbook Project
  - New Statewide Voting System
  - New Voter Registration Election Administration Modernization Project
- The local election office has no control over the costs provided in the State's estimate.

The majority of our budget is out of our control but, when possible, we use cost-effective strategies to reduce spending without sacrificing the quality of services provided to the citizens of Caroline County. We have been able to reduce spending by:

- performing regularly scheduled in-house maintenance of voting equipment to preserve the life and nearly eliminate repair expenses;
- using Federal HAVA funds for accessibility products when available;
- adapting existing supplies to the new voting system;
- eliminating certain outsourced printing jobs;

- partnering with neighboring counties to borrow their surplus supplies;
- partnering with our County and State agencies for services, especially during 2020;
- reducing postage costs by acquiring a Business Reply Mail account;
- re-evaluating judges' duties to avoid the need to purchase additional pollbooks and printers;
- requesting an exemption from the State Board of Elections to avoid using a greeter judge during 8 days of early voting;
- applying for and receiving a \$19,108 COVID-19 Response Grant award through the Center for Technology and Civic Life to supplement the cost of the 2020 elections;
- negotiating a lowered monthly Xerox rate;
- providing in-house training of election judges lead by staff;
- using online survey/communication tools like Google Forms, when possible, to reduce mailing costs;
- partnering with the County for website hosting and in-house edits; and
- applying for and receiving a \$20,000 grant through the Center for Technology and Civic Life to supplement security and storage costs for the 2024 General Election.

We always strive to be responsible stewards of county funds underspending our budget eleven of the past twelve fiscal years by the following amounts:

FY25 = \$122,914

FY24 = \$ 73,859

FY23 = \$ 4,044

FY22 = \$113,936 *(Redistricting delays pushed 2022 Primary Election expenses to FY23 with the 2022 General)*

FY21 = \$ 19,275

FY20 = \$ 42,537

FY19 = \$ 9,549

FY18 = \$ 61,861

FY16 = \$ 69,200

FY15 = \$ 59,206

FY14 = \$ 38,194

Thank you for considering our request and your continued support of our agency.

**Caroline County Maryland**  
**BOARD OF ELECTIONS**  
**Fiscal Year Ending June 30, 2027**

*Expenses*

<b>Account Number</b>	<b>Category</b>	<b>BUDGET FY2025</b>	<b>BUDGET FY2026</b>	<b>REQUEST FY2027</b>
01.040.5008	Salaries - Temporary	500	500	500
01.040.5010	Salaries - Board Members	16,000	16,000	16,000
01.040.5011	Election Emp Sal & Fringe	415,000	427,749	427,749
01.040.5021	Workmen's Compensation (Co)	165	120	120
01.040.5025	Social Security (Co)	1,262	1,262	1,262
01.040.5112	Election Judges	83,750	83,750	83,750
01.040.5200	Telephone			
01.040.5202	Postage & Postage Machine Lease	15,000	15,000	15,000
01.040.5212	Printing & Publications	22,800	22,800	22,800
01.040.5215	Grant Expenses			
01.040.5234	Copier	4,500	4,500	4,500
01.040.5245	Mileage & Conference Expenses	11,130	13,750	15,520
01.040.5282	Contractual Services	4,200	8,000	8,000
01.040.5288	Legal Services	3,000	3,000	3,000
01.040.5422	Networking/ Connections	1,000	1,000	1,000
01.040.5616	Election Supplies	2,000	2,000	2,000
01.040.5818	Office Supplies	1,000	1,000	1,000
01.040.5830	Other Expenses	500	500	500
01.040.6610	Voting & Reg. Services	179,450	165,226	371,527
	<b>Department Totals</b>	<b>761,257</b>	<b>766,157</b>	<b>974,228</b>



**Jared DeMarinis**  
State Administrator

**Michael Summers**, Chairman  
**Jim Shalleck**, Vice Chairman

**Katherine Berry**  
Deputy Administrator

**Diane Butler**  
**Victoria Jackson-Stanley**

## Maryland State Board of Elections Reassures Voters that Mail-in Voting is a Secure and Convenient Option for Casting Your Vote

**ANNAPOLIS, MD (January 14, 2026)** - Amidst new United States Postal Services (USPS) policy changes, the Maryland State Board of Elections (SBE) wants to remind voters that mail-in voting remains a safe, convenient and effective way to vote.

USPS proposed a new rule, Postmarks and Postal Possession, [90 FR 38716](#), effective December 25, 2025. This new language was intended to provide clarity on postmarks and their relationship to the date of mailing. The rule advises that, due to postal operations, the postmark date does not always correspond to the date on which the Postal Service first accepted possession.

“I urge every voter who wants to cast a mail-in ballot with USPS to act early or to utilize one of our 286 ballot drop boxes. Ballot drop boxes are located throughout the State to ensure equal access for all voters. Each ballot drop box is routinely emptied, well lit, and under surveillance to ensure safety and prevent any tampering.” said Jared DeMarinis, State Administrator of Elections. “Mail-in voting remains a secure and convenient option for casting your vote. Remember that the State Board of Elections is the trusted source of information for elections and mail-in voting. Please don’t let the new rule on postmarks disenfranchise you, make a plan for voting.”

Mail-in ballots returned by mail must be postmarked by or before 8 p.m. on Election Day, Tuesday, June 23. If returned by hand, ballots must be dropped at a ballot drop box or local board of elections by 8 p.m. on Tuesday, June 23.

To receive a mail-in ballot by mail, your request must be received (not just mailed) by June 16. The deadline to request a web delivery mail-in ballot is June 19. Visit SBE’s mail-in ballot [webpage](#) for more information on how to request a ballot.

For registered voters who do not want to cast a mail-in ballot, there are two other ways to vote in the upcoming election: vote early in-person or vote on Election Day.

**Vote Early In-Person:** Early voting begins Thursday, June 11 and runs through Thursday, June 18. Early voting centers are open from 7 a.m. to 8 p.m. Find the list of early voting centers [here](#).

**Vote on Election Day:** To find your Election Day polling place, visit SBE’s [Find My Polling Place portal](#). Election Day polling places will be open June 23 from 7 a.m. to 8 p.m.

**Please remember** to rely on your state and local government election officials as your trusted sources for election information. Visit SBE's [website](#), follow SBE on social media, or contact your local elections office for accurate election information. Report any suspicious information to SBE's disinformation [portal](#).

####

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