



CAROLINE COUNTY BOARD OF ELECTIONS

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

Phone: (410) 479-8145

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Email: election@carolinemd.org

www.carolinemdelections.org

Caroline County Board of Elections Meeting
403 S. 7th 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 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 3rd 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. 7th 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
- As of 2/2/2026, 19 candidates have filed candidacy for local contests in Caroline County.

| Contest | Candidate | | Party Affiliation |
|------------------------------|------------------|--------------|--------------------------|
| 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 |
| Grand Total | 23936 | 6242 | 11713 | 36 | 35 | 5528 | 382 |

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 |
| Grand Total | 23983 | 6226 | 11741 | 37 | 36 | 5558 | 385 |

Change of

47

16

28

1

1

30

3



Jared DeMarinis
State Administrator

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

Katherine Berry
Deputy Administrator

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 | https://elections.maryland.gov | Annapolis, Maryland 21401 |

Caroline County Board of Elections

Election Judge Assignments
2026 Primary Election

| Precinct | Total Positions | Assigned | | | | | | | | | | | | | | | | |
|--|-----------------|--------------|-----------|----------|-----------------|-----------|----------|---------------------|-----------|----------|---------------|-----------|----------|-------------------|----------|----------|----------|-----------|
| | | 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 | Vacancy | |
| 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 VFC 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 | |
| TOTAL | | 16 | 16 | 0 | 14 | 20 | 3 | 16 | 13 | 3 | 33 | 30 | 0 | 8 | 8 | 0 | 0 | |
| | | | | | | | | | | | | | | | | | | 16 |

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

| Account Number | Category | BUDGET FY2025 | BUDGET FY2026 | REQUEST FY2027 |
|-----------------------|---------------------------------|----------------------|----------------------|-----------------------|
| 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 | 194,799 |
| | Department Totals | 761,257 | 766,157 | 797,500 |



MARYLAND STATE
BOARD OF ELECTIONS
Verified. Open. Trusted. Empowering.

Jared DeMarinis
State Administrator

Katherine Berry
Deputy Administrator

Michael Summers, Chairman
Jim Shalleck, Vice Chairman
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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