

Caroline County Board of Elections
Monthly Board Meeting
Health & Public Services Building
403 S. Seventh Street, Suite 111, Denton, Maryland
Friday, February 13, 2026 – 9:30 a.m.

In Attendance

Board:

James Bilbrough II, President
Suzanne Campos, Vice President

Angel Perez, Member
Walter Palmer, Board Attorney

Dana Callahan, Member

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 9:30 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 December 12, 2025, from 11:11 a.m. until 11:33 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. No votes were taken.

Approval of Meeting Minutes from December 12, 2025

Ms. Campos made a motion to approve the meeting minutes. Mr. Perez 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 staff evaluations were completed in December.

The FY27 Budget Request was submitted to the County on 1/30/2026. Mr. Bilbrough complimented Mrs. Murphy on the letter that was submitted along with the FY27 budget. Mrs. Murphy reminded the Board Members that their MD State Ethics Disclosure is due on 4/30/2026.

Voter Registration:

The voter registration counts reports from December 2025, and February 2026 were provided. Nursing home packets, which included registered residents and mail-in ballot requests, were sent on 2/3/2026. At a future board meeting, a date will be set to visit the nursing homes to administer the nursing home program.

Election Judges:

Mrs. Murphy explained SBE Policy 2026-01 regarding election judge parity. The required Election Judge Assignment report as of 2/2/2026 was included. Election Judge Assignments were mailed to the judges on 1/8/2026.

Equipment & Supplies

Mrs. Murphy stated the quarterly equipment charging was completed in December. Election judge supply packing has started. The FY26 Annual inventory has been completed by Mr. Larry Thomas. Mrs. Murphy stated the new pollbook solution is Tenex Software Solutions and will be used for the 2028 elections. The new voting system vendor has been selected but not announced yet. The new voting system will be used in the 2028 elections.

Legislation

Mrs. Murphy stated the 2026 Legislative session began 1/14/2026. She is monitoring election related bills. House Bill 621 and Senate Bill 443 were initiated to remove the county residency requirement for Board Counsel. Current law requires the board counsel to live in the county of the board of elections that they represent.

Candidate Filing:

Nineteen candidates have filed for local offices.

Board Member's Report/Disclosure of Campaign Contributions

No report.

Board Attorney's Report

Mr. Palmer stated the conference calls with the State Board of Elections will begin soon. He also stated he is following HB621/SB443 which, if passed, would open the pool of attorney's available to work for our county, allowing him to retire again.

Old Business

No old business to discuss.

New Business

FY2027 Budget Request

The FY27 budget request was reviewed. Mrs. Murphy stated she submitted an updated spreadsheet to the County due to information received from the State Board of Elections. She reviewed the budget request. After review and discussion, Ms. Campos made a motion to approve the FY27 Budget request. Mrs. Callahan seconded the motion, and the motion passed unanimously.

Press Release: Maryland State Board of Elections Reassures Voters that MIB Voting is Secure and Convenient Option for Casting Your Vote (January 14, 2026)

Mrs. Murphy reviewed the State Board of Elections press release regarding postal service policy changes.

Public Comments

No public comment.

Schedule the Next Meeting

The next meeting will be held on Friday, March 13, 2026, at 9:30 a.m. at the Health & Public Services Building, 403 S. 7th Street, Suite 111, Denton, Maryland.

Adjournment

Mrs. Callahan made a motion to adjourn the open meeting; Mr. Perez seconded the motion. The motion passed unanimously. Mr. Bilbrough adjourned the open meeting at 9:55 a.m.

Respectfully submitted.

Signed: _____
Ms. Tammy Willis
Election Program Specialist

Approved: _____
Mr. James Bilbrough, II
Board President

Dated: _____

Dated: _____