



Cecil County Board of Elections

September 17, 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 September 17, 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 webinar. Board member attendance was in person, as noted below:

ATTENDEES

Jennifer Graham	President
Stephen Stiles	Vice President
Krista Moretz	Secretary
Eunice Grant	Member
Bradley Moore	Board Attorney
Gary Holmes	Director
Karen Benecewicz	Deputy Director
Sheri Woodruff	Supervisor
Mary Nelson	Public

DECLARATION OF QUORUM

The meeting was called to order by President Jennifer Graham at 3:04 p.m. Quorum was established with four (4) Board Members present. Holcombe Grier did not attend.

AGENDA

No additions to the agenda.

APPROVAL OF MINUTES

The Minutes of the August 20, 2025 Board meeting were provided to the Board with a copy in each of their folders.

MOTION: Eunice Grant, Member, motioned to approve the minutes for August 20, 2025.

SECOND: Krista Moretz, Secretary

ACTION: Minutes approved unanimously

PRESIDENT'S REMARKS

Jennifer Graham thanked Brenda Ross for providing the Voter Registration Distributor training before the meeting. Jennifer highly encouraged the public to schedule training if they intend to do any voter outreach.

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 733 records, and there are 74,286 active voters in the county.

The Critical Assessment assigned by SBE had been completed, and the only candidate filing since the last meeting was the State's Attorney applying for re-election.

The staff is still holding weekly meetings/ trainings on Wednesdays. Many of the staff attended the MAEO meeting held on September 16, 2025. Major topics of discussion at this meeting pertained to establishing MAEO as a 501 (c) organization and the 2026 and 2027 conferences. The next MAEO meeting will be held on October 21 in Washington County.

The staff completed ALICE (active shooter) training and are scheduled to attend a required sexual harassment training provided by SBE and fire safety training provided by the county.

Karen attended the first of the RLA workgroup meetings. The new Risk Limiting Audits guide has yet to be written. We do know that they will be done after both the Primary and General Elections, and take place after canvassing is complete, but before the state certification.

Gary continues to meet with finance and the administration to discuss a new facility. The administration may come to discuss options at the upcoming November 19 board meeting. We have also meet with Christine Palmer and Jennifer Bakeoven to discuss the use of the Elk Room for election judge training and early voting. The dates have been secured, and a training schedule for the primary is being completed.

We received the signed contract from the Church of the Nazarene. Our new mission statement, which was presented at the August meeting, is now on our website and social media. We have a few remaining outreach events coming up, Elkton Fall Fest (Sept 20), Port Deposit Pirate Takeover (Sept 21), Cecil Manor E.S. open house (Sept 23), and Heritage Day (Oct 18). The first edition of the twice-annual newsletter is completed, and a copy is in the folder. We have created a mailing list and will have print copies available in our office and in the lobby. We have compiled an email mailing list of election judges, local elected officials, and other community members we think would be interested in receiving the newsletter. We will have the option to subscribe/ unsubscribe available on the website. The new website is still in development, and we continue to meet with the county and the new platform provider to go over the changes.

Gary explained that, due to HVAC work being done in the building, Jasmine and Ashira would be working from the warehouse and he would be relocated to the administrative offices. The work is supposed to take approximately a month, beginning around October 1.

COUNSEL'S REPORT

Bradley Moore had no report.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

Sheri and Karen brought to the board's attention that SBE (State Board) had developed an election judge application that all the local boards are to use. In the past, each local board had created its own. Now, due to new legislation and several revisions, we have the final application. The packets for the 2026 "I Voted" sticker contest have been mailed out to the schools and libraries. The contest will run from October 1 – December 20, 2025. It was suggested that packets be sent to the YMCA, the Boys and Girls Club, and perhaps some of the local community centers.

ANNOUNCEMENTS AND DISCLOSURES

There were no announcements or disclosures at this meeting.

QUESTIONS AND CONCERNS

Mary Nelson's only concern was that she was unable to find the agenda online. It was discussed where it could be found and that with the work being done on the website, it may not be accessible with a mobile phone. Jennifer Graham, Board President stated that she would not be present for the next two meetings. If Jared DeMarinis, State Election Administrator, was still scheduled to come for the closed session, she would arrange to attend virtually.

Board Folders:

- August 19, 2025 – Board Meeting Minutes for approval
- Director's Report
- September 17, 2025 Agenda
- VR-013 Monthly Statistics Report
- Newsletter

NEXT BOARD MEETING

The Board Meeting will convene at 3:00 pm on October 15, 2025, in the Rising Sun Room of the Cecil County Administrative Bldg. (Jennifer Graham will try to attend virtually.)

ADJOURNMENT

Krista Moretz, Secretary, motioned to adjourn the meeting.
The motion was seconded by Eunice Grant (member)
The meeting adjourned at 3:39 p.m.

Respectfully submitted,

Krista Moretz, Secretary

Jennifer Graham, President

Meetings, Trainings, and Important Dates:

October 16, 2026 – Directors Meeting with SBE
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