



**Montgomery County
Board of Elections**

Post Office Box 4333
Rockville, Maryland 20849-4333

EXECUTIVE FUNCTION AGENDA

Tuesday, June 2, 2015
2:00 P.M.

18753 N. Frederick Avenue, Suite 212, Gaithersburg, MD 20879

- I. Convene Board Meeting and Declare Quorum Present – Mary Ann Keeffe, Board President
 - A. Swearing in of Board Members – Barbara Meiklejohn, Clerk of the Circuit Court
- II. Election of Officers – Kevin Karpinski, Legal Counsel
- III. Review of Bylaws – Kevin Karpinski, Legal Counsel
- IV. Review of Open Meetings Act – Kevin Karpinski, Legal Counsel
- V. Montgomery County Board of Elections Overview – Margaret Jurgensen, Election Director
- VI. Election Timeline Review – Margaret Jurgensen, Election Director

All Public Meetings are recorded on a digital recording device.

An additional Executive Session, including one involving a discussion relating to an executive function, may be held by the Board after the scheduled Board meeting. If persons with disabilities need services or aides to participate in any Board of Elections' activity, please call 240-777-8525 five days in advance. This agenda is available in an alternative format upon request.

VII. Future Meetings – Lisa Merino, Office Services Coordinator

- A. June 9-11, 2015 – SBE Biennial Conference – Ocean City, MD
- B. June 15, 2015
- C. July 20, 2015
- D. August 17, 2015 – Tentative
- E. September 21, 2015
- F. October 19, 2015
- G. November 16, 2015
- H. December 21, 2015 - Tentative

VIII. Arrangements for Biennial Meeting – Marjorie Roher, Management & Budget Specialist

IX. Adjournment