

City of Takoma Park  
Board of Elections  
May 11, 2023 - 7:30 p.m.  
Agenda

1. Call to order
2. Agenda Approval
3. Approval of [BOE Minutes April 13 2023](#)
4. Update: Candidate finance reports (this item was deferred from April Meeting)
  - John has been reviewing finance reports and requested that his work be validated or corroborated. AT our last meeting we agreed to do that and were awaiting word from John as to how to proceed.
  - In the meantime, Jessie has received annual reports from a number of candidates (forwarded to us via email on April 7)

*At this meeting we will discuss and agree on next steps related to both.*

5. BOE Sub-Committees

At the April meeting we established several Board sub-committees, in the interest of Board efficiency. Membership of each sub-committee and designation of a convenor for each is as follows:

Sub-Committee	Members	Convenor
Audit procedures	Joe Matt	Joe
Campaign finance	John, Tim	John (?)
Voter registration/voter education	Ben, Tim	Ben

(We agreed that the work of addressing internal procedures and complaints can best be done initially by one person—and Matt will take that on.

Margaret asked the committees to begin conversations about the sub-committee's objectives and plans and report back to the Board.

*At this meeting we will hear about their progress.*

## 6. BOE Calendar

Jessie shared both the City of Takoma Park and State of Maryland calendars for 2022 (disregard 2024 date on the city calendars).

[State of Maryland Election Calendar](#)

[Takoma Park Election Calendar](#)

She will be updating for the 2024 cycle, but in the meantime 2022 will give us a sense of the content and rhythm of the cycle.

*This item is for discussion only. No action required at this time.*

## 7. Frequency of BoE meetings

With the establishment of the sub-committees, it may not be necessary for the full Board to meet every month, at least for the time being.

*At this meeting we will discuss and agree on the frequency of meetings and logistical issues related.*

## 8. AOB

## 9. Date of Next Meeting June 8 2023