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**SPECIAL SESSION  
MINUTES**

**WASHINGTON COUNTY BOARD OF ELECTIONS  
November 5, 2024  
17718 Virginia Avenue  
Hagerstown, MD 21740  
240-313-2050**

**Present:**

**Board:**

Tammy Downin, President  
Kandace Carpenter, Vice President  
Donna Brightman, Secretary  
Nancy Armstrong, Assistant Secretary  
Claudia Martin, Member

**Staff:**

Barry Jackson, Election Director II  
Sarah Hall, Election Program Specialist

**Absent:**

Brian Kane, Board Attorney

**Guest:**

None.

President Tammy Downin called the meeting to order at 10:28 pm at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740.

**Declaration of Quorum Present:**

President Tammy Downin declared that a quorum was present.

**Comprehensive Audit:**

Tammy Downin previously had randomly selected three precincts for the Comprehensive Audit for the 2024 General Election. The precincts selected were 7-1 Smithsburg Elementary, 9-0 Leitersburg Ruritan, and 27-2 Paramount Elementary. Nancy Armstrong made a motion to affirm the precincts previously selected for the Comprehensive Audit. Kandace Carpenter seconded, and the motion passed unanimously at 10:29 pm.

**Adjournment:**

Tammy Downin called for a motion to adjourn the Special Board Meeting. Nancy Armstrong made a motion to adjourn the Special Meeting. Kandace Carpenter seconded, and the motion passed unanimously at 10:29 pm.

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Compiled by Sarah Hall  
Election Program Specialist I

Respectfully Submitted,

 1/14/25  
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Tammy Downin, President                      Date

 1/14/25  
\_\_\_\_\_  
Donna Brightman, Secretary                      Date