



DURHAM COUNTY Board of Elections

DURHAM COUNTY BOARD OF ELECTIONS

Minutes of Board Meeting

Tuesday, February 26, 2019 5:00 p.m.

Members present

Chairman Philip Lehman
Secretary Luke Farley
Member Pamela Oxendine
Member Michael Gray
Member Dawn Baxton

Staff present

Elections Director Derek Bowens

County attorney present: No

Audience members present: See attendance sheet

Meeting opening

Director Bowens called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.

Organizational Business

Oath Ceremony

Board Members' oaths were administered by Superior Court Judge Orlando Hudson.

Election of Officers

Following administration of the oath, Mr. Bowens transferred the gavel to Chairman Lehman. Per statutory requirement and following recognition of Mr. Farley's term as Chairman, Chairman Lehman moved to nominate Mr. Farley as Secretary of the Board. This motion was seconded by Ms. Oxendine and passed unanimously.

Adoption of Regular Meeting Schedule

The Board reviewed the proposed regular meeting schedule provided by Mr. Bowens. Following discussion, Mr. Gray moved to adopt the regular meeting schedule as presented. This motion was seconded by Ms. Oxendine and passed unanimously.

Adoption of Duties of Director of Elections

The Board reviewed the proposed duties of the Director of Elections. Secretary Farley moved to adopt the proposed duties provided to the Board. This motion was seconded by Ms. Oxendine and passed unanimously.

Review of Memorandum of Understanding

The Board reviewed the existing Memorandum of Understanding made between the Durham County Board of Elections and Administration of Durham County's government. Ms. Baxton moved to maintain the language of the current Memorandum of Understanding. This motion was seconded by Mr. Gray and passed unanimously.

New Business

Approval of Minutes

Mr. Bowens presented the Board with draft minutes from the December 13, 2018 meeting. Following review, Secretary Farley moved to approve the minutes. This motion was seconded by Ms. Oxendine and passed unanimously.

Adoption of FY 2019-2020 Budget

Mr. Bowens presented the Board with the proposed departmental budget for FY 2019-2020 and provided a detailed explanation of the request. Following review and discussion, Ms. Oxendine moved to approve the proposed budget for FY 2019-2020 as presented by the Director of Elections. This motion was seconded by Ms. Baxton and passed unanimously.

Public comment and questions

Public comments and questions were presented on matters of list maintenance, photo identification, and precinct/polling place adjustments.

Closed session; general discussion; adjournment

The Board moved to go into closed session for a permitted purpose as allowed under G.S. 143-318.11(1), 143-318.11(6), and the Critical Infrastructure Information Act of 2002. The motion was made by Chairman Lehman and passed 4-0. The Board met in closed session from approximately 5:31 p.m. to 6:05 p.m. At the conclusion of the closed session, the Board returned to open session.

Adjournment

The Board adjourned at approximately 6:07 p.m. on a motion made by Chairman Lehman, which passed 4-0.



Luke J. Farley, Sr., Secretary