



MEETING MINUTES

Board of Elections Meeting
Thursday, February 17, 2022
5:15 P.M.

Board Members:

Dawn Y. Baxton, Chairwoman
Gregory D. Irby, Secretary
Philip A. Lehman, Member
Pamela A. Oxendine, Member
David K. Boone, Member

Board Members Present: Chairwoman Dawn Y. Baxton, Member Philip A. Lehman, Member Pamela A. Oxendine, Member Gregory D. Irby, and Member David K. Boone

Board Staff Present: Elections Director Derek Bowens and Systems and Audit Manager Daniel Lassiter

Guests in Attendance: See Attendance Sheet

Meeting Type: In-Person and Zoom

Meeting Opening

Chairwoman Baxton called the meeting to order at approximately 5:20 p.m. at the Board of Elections Warehouse (2445 S. Alston Ave, Durham, NC 27713) and led the Pledge of Allegiance. Mr. Boone was not present for the beginning of the meeting.

Approval of Agenda

Mr. Bowens presented the Board with the agenda for the meeting. Following review, Mr. Lehman moved to approve the agenda as submitted by staff. The motion carried, 4-0.

Approval of Minutes

Mr. Bowens presented the Board with minutes from the 12/16 Board meeting. Following review, Mr. Lehman moved to approve the minutes as submitted by staff. The motion carried, 4-0

Director's Report

Mr. Bowens provided the Board with updates on list maintenance, finances, redistricting litigation, candidate filing and the BOE facility request.

Public Comment

No public comments were provided.

New Business

a. Adoption of the 2022-2023 Budget

- Mr. Bowens presented the Board with a proposed departmental budget for the 2022-2023 fiscal year. The total requested budget amount for the fiscal year is \$2,601,169.35. This amount does not include additional funds calculated by the County's budget department (ex. Supplemental Retirement, Insurance and Bonds, etc.). Following review, Ms. Oxendine made a

motion to approve the FY 2022-2023 budget as recommended staff. The motion carried, 4-0. Mr. Bowens informed the Board that the requested budget would be submitted to the Board of County Commissioners.

b. Resolution to Adopt a Time to Count Absentee Ballots

- Mr. Bowens presented the Board with a Resolution to Adopt a Time to Count Absentee Ballots. Following review and discussion, Mr. Lehman moved to adopt the resolution as presented by staff. The motion carried, 4-0. The Board will meet at 2:00 p.m. on May 17, 2022, to count absentee-by-mail ballots. The Board will also meet at 2:00 p.m. on May 26, 2022, to address supplemental absentee-by-mail and provisional ballots.

Recess

Chairwoman Baxton entered recess at approximately 5:45 p.m. before considering the 2022 Primary and Election One-Stop Voting Plan. This was necessary to ensure all Board members were present as the one-stop voting plan must be considered by all Board members.

At approximately 6:05 p.m., Chairwoman Baxton moved back to open session upon the arrival of Member Boone. All Board members were present following recess.

New Business Continued

c. Adoption of One-Stop Voting Plan for the 2022 Statewide Primary and Election

- Mr. Bowens presented the Board with the staff proposed 2022 Statewide Primary and Election One-Stop Voting Plan. Mr. Bowens also presented the Board with comments submitted by the public on the proposed plan. In total, the proposed plan offered 8 locations, 17 days of voting, and 1336 total hours of voting. The proposed plan is also projected to remain within budget appropriations.

Following discussion, Ms. Oxendine moved that the Board approve the staff proposed 2022 Primary and Election One-Stop Voting Plan. The motion carried unanimously, 5-0. Mr. Bowens informed the Board that the unanimous plan would be forwarded to the State Board of Elections for final approval.

A copy of the approved 2022 Statewide Primary and Election plan will be attached to these minutes.

General Discussion

Mr. Bowens discussed with the Board a proposal to increase the annual compensation of Board members. Following discussion, the Board unanimously agreed to authorize Mr. Bowens to pursue an increase in Board member compensation considering the annual salaries of Board members in comparable counties.

Adjournment

The Board adjourned at approximately 6:20 p.m. on a motion made by Mr. Lehman. The motion carried unanimously, 5-0.

s/Gregory D. Irby
Member