



MEETING MINUTES

Board of Elections Meeting
Tuesday, April 19, 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, Deputy Director Brenda Baker, Absentee Coordinator Alan Resley, Logistics and Systems Manager David Beuttel, Voter Services Manager Daniel Lassiter, and Systems Specialist Julius Richards

County Staff Present: Chief Human Resources Officer Kathy Everett-Perry

Guests in Attendance: See Attendance Sheet

Meeting Type: In-Person and Zoom

Meeting Opening

Chairwoman Baxton called the meeting to order at approximately 5:22 p.m. at the Board of Elections Warehouse (2445 S. Alston Ave, Durham, NC 27713) and led the Pledge of Allegiance.

Approval of Agenda

Mr. Bowens presented the Board with the agenda for the meeting. Following review, Mrs. Oxendine moved to approve the agenda as submitted by staff. The motion carried, 5-0.

Approval of Minutes

Mr. Bowens presented the Board with minutes from the 4/12 Board meeting. Following review, Mr. Lehman moved to approve the minutes as submitted by staff. The motion carried, 5-0

Public Comment

One comment was provided in the public chat function and addressed by Mr. Bowens.

New Business

a. Resolution to Maintain Out-of-Precinct Polling Place Change for Precinct 48

- Mr. Bowens presented the Board with a request to adopt a resolution moving the polling place for Precinct 48 from Woodcroft Club to the Boys and Girls Club of Durham and Orange Counties. Due to the current state of the pandemic, Woodcroft Club is still not suitable for voting due to limited space within the voting enclosure. Following review, Mr. Lehman moved to adopt the resolution to maintain the out-of-precinct polling place at the Boys and Girls Club of Durham and Orange

Counties for Precinct 48. The motion carried unanimously, 5-0. Mr. Bowens informed the Board that this change is subject to approval by the Executive Director of the State Board of Elections.

b. Resolution to Maintain Out-of-Precinct Polling Place Change for Precinct 54

- Mr. Bowens presented the Board with a request to adopt a resolution to maintain South Regional Library as the out-of-precinct polling place for Precinct 54. South Regional Library has been utilized as the polling place for Precinct 54 since 2010 due to limited suitable facilities within the precinct boundaries. Following discussion, Mr. Lehman moved to adopt the resolution to maintain the out-of-precinct polling place at South Regional Library for Precinct 54. The motion carried unanimously, 5-0. Mr. Bowens informed the Board that this change is subject to approval by the Executive Director of the State Board of Elections.

c. Review of Absentee-By-Mail Ballots

- Mr. Bowens presented the Board with 45 absentee ballots and applications for review. Following discussion and physical review, Mr. Irby moved to approve a total of 44 civilian absentee ballots and applications and 1 Military ballot and application per the recommendation of staff. The motion carried unanimously, 5-0.
- Mr. Bowens presented the Board with 5 duplicated military/overseas ballots. Following review of duplicated military/overseas ballots consistent with Board policy, Mr. Irby moved to approve 5 duplicated military/overseas ballots and allow staff to scan all approved absentee ballots as preparatory steps prior to the count on Election Day in accordance with NCGS 163-234 (2) and (3). The motion carried unanimously, 5-0.
- The approved absentee counts for the April 19, 2022, meeting was CIV 44, MIL 1 and OVR 5 for a total of 50.

General Discussion

Mr. Bowens provided the Board with an update on precinct official training, early voting, and an upcoming closed session of the Board of County Commissioners concerning the Board of Elections space request. Mr. Bowens also informed the Board that the office received a Clearie Award from the United States Election Assistance Commission (EAC), for the second year in a row, for the 'I Voted' sticker contest in the category of "Most Creative and Original "I Voted" Stickers".

Closed Session:

The Board entered closed session under N.C.G.S §§ 143-318.11(a)(1), (a)(3), and (a)(6) at approximately 6:02 p.m. to discuss personnel matters and to preserve the attorney-client privilege regarding discussion on confidential data pursuant to N.C. Gen. Stat. §163-82.10. The Board returned to open session in accordance with N.C. Gen. Stat. §143-318.10(d) at approximately 7:12 p.m. to conduct business remaining before the Board.

Chair Baxton made a motion to increase the salary of Mr. Bowens to \$160,000 annually due to exceeding expectations and consistent with the County's recommendation to remain competitive in the market, effective immediately. The motion carried unanimously, 5-0.

Adjournment

The Board adjourned at approximately 7:14 p.m. on a motion made by Mr. Lehman. The motion carried unanimously, 5-0.

s/Gregory D. Irby
Member