



# MEETING MINUTES

Board of Elections Meeting  
Thursday, March 9, 2023  
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

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

**Board Staff Present:** Elections Director Derek Bowens, Deputy Director Brenda Baker, and Systems Specialist Julius Richards

**Guests in Attendance:** See Attendance Sheet

**Meeting Type:** In-Person and Zoom

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## 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.

## 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 unanimously, 4-0. Mr. Irby was not present for this meeting.

## Approval of Minutes

Mr. Bowens presented the Board with minutes from the 10/4, 10/11, 10/18, 10/25, 11/01, 11/07, 11/08, 11/14, 11/15, 11/17, 11/18, and 1/18 meetings. Following review, Mr. Lehman moved to approve the minutes as submitted by staff. The motion carried unanimously, 4-0.

## Director's Report

Mr. Bowens provided an update on List Maintenance, Finances, Legal Matters, the BOE Consolidated Facility and Upcoming Conferences.

## Public Comment

Two comments were provided in the chat function and one comment was provided in-person and addressed by Mr. Bowens.

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**New Business**

**a. Approval of FY 2023-2024 Budget**

- Mr. Bowens presented the Board with a request to accept the FY23-24 budget. The budget will cover July 1, 2023 – June 30, 2024, which includes the 2023 Municipal Elections and 2024 Statewide Primary Election. The total requested budget, not including Budget Department additions, is \$3,587,944.00. This budget does not include funding for a potential second primary consistent with a request from county administration as they will provide funding if the election is necessary. Following discussion and review, Mr. Lehman moved to accept the FY23-24 budget. The motion passed unanimously, 4-0.

**General Discussion**

Mr. Bowens provided updates on an upcoming U.S. Senate Hearing with the Rules and Administration Committee, a presentation by staff at the NCADE Conference, and a meeting with the Committee for Safe and Secure Elections in Arizona.

**Adjournment**

The Board adjourned at approximately 6:25 p.m. on a motion made by Mr. Lehman. The motion carried unanimously, 4-0.

s/Gregory D. Irby  
Member