



MEETING MINUTES

Board of Elections Meeting
Tuesday, July 18, 2023
12:00 P.M.

Board Members:

Dawn Y. Baxton, Chairwoman
David K. Boone, Member
James P. Weaver, Member
Pamela A. Oxendine, Member
Donald H. Beskind, Member

Board Members Present: Chairwoman Dawn Y. Baxton, Member James P. Weaver, Member Pamela A. Oxendine, Member Donald H. Beskind, and Member David K. Boone

Board Staff Present: Elections Director Derek Bowens, Systems Specialist Julius Richards, and Election Business Specialist Emma Trautmann-Galloway

Guests in Attendance: Senior Assistant County Attorney Bettyna Abney and District Court Judge Brian Wilks

Meeting Type: In-Person and Zoom

Meeting Opening

Mr. Bowens called the meeting to order at approximately 12:00 p.m. at the Durham County Administration II Building, Rm 126 (201 E. Main St, Durham, NC 27701) and led the Pledge of Allegiance.

Organizational Business

a. 2023-2025 Oath Ceremony for Board of Elections Members

- Honorable Judge Brian C. Wilks led the Oath Ceremony for the Board of Elections Members. The newly appointed members are as follows:
 - Dawn Y. Baxton, Chairwoman - Democrat
 - Pamela A. Oxendine, Member - Democrat
 - David K. Boone, Member – Republican
 - James P. Weaver, Member – Republican
 - Donald H. Beskind, Member - Democrat

b. Election of Secretary

- Ms. Oxendine moved to nominate Mr. Boone as Secretary, Mr. Boone accepted the nomination and the motion carried unanimously, 5-0.

c. Recognition of Philip A. Lehman (2018-2023 Board Member)

- Chairwoman Baxton presented outgoing Board member Philip A. Lehman with a Certificate of Appreciation for his more than 5-year service to the Board of Elections and residents of Durham County.

d. Adoption of Regular Meeting Schedule

- Mr. Bowens presented the Board with the 2023 Board Meeting Schedule. Following review, Mrs. Oxendine moved to adopt the meeting schedule as presented. The motion carried unanimously, 5-0.

e. Adoption of Duties for Director of Elections

- Mr. Bowens presented the Board with some adjustments to the duties for the Director of Elections. Following review, Mr. Beskind moved to adopt the amended Duties of the Director. The motion passed unanimously, 5-0.

f. Review of Memorandum of Understanding

- Mr. Bowens presented the Board with the existing Memorandum of Understanding on personnel administration between the Board of Elections and Board of County Commissioners for review and reapproval. Following review, Mr. Weaver moved to readopt the Memorandum of Understanding. The motion passed unanimously, 5-0.

Director's Report

Mr. Bowens provided updates on List Maintenance, Finances, Legal/Legislative matters, the BOE Consolidated Facility and the 2023 State Board of Elections Summer Conference.

Public Comment

One public question was submitted through the online portal and addressed by Director Bowens. One in-person question was asked from a member of the public and was addressed by Chairwoman Baxton.

New Business

a. Approval of Minutes (6/8/2023)

- Mr. Bowens presented the Board with minutes from the 6/8 meeting. Following review, Mr. Boone moved to approve the minutes. The motion passed, 3 – 2 with Mr. Beskind and Mr. Weaver abstaining.

General Discussion

- 2023 NaCo Conference
- Outreach – Photo Identification Implementation
- Upcoming Preliminary Challenge Hearing – Chris Langenderfer

Adjournment

The Board adjourned at approximately 12:50 p.m. on a motion made by Mrs. Oxendine. The motion carried unanimously, 5-0.

s/David K. Boone
Member