



MEETING MINUTES

Board of Elections Meeting
Thursday, January 18, 2024
5:30 P.M.

Board Members:

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

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

Meeting Opening

Chairwoman Baxton called the meeting to order at approximately 5:30 p.m. at the Durham County 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 unanimously, 5-0.

Approval of Minutes

Mr. Bowens presented the Board with minutes from the 12/14/2023 Board meeting. Following review, Mrs. Oxendine moved to approve the minutes as submitted by staff. The motion carried unanimously, 5-0.

Director's Report

Mr. Bowens provided an update on List Maintenance, Finances, Legislation, Sample Ballots and the 2024 State Board of Elections Winter and Summer Conferences.

Public Comment

Two public comments were provided in the portal and addressed by Mr. Bowens.

New Business

a. Appointment of 2024 Statewide Primary and Election Early Voting Officials

- Mr. Bowens presented the Board with staff recommendations for the Appointment of 2024 Statewide Primary and Election Early Voting Officials. Following review and discussion, Mr. Beskind moved to accept staff recommendations for the Appointment of 2024 Statewide Primary and Election Early Voting Officials. The motion carried unanimously, 5-0.

b. Resolution to Delegate Absentee Ballot Preparatory Steps to the Director of Elections

- Mr. Bowens presented the Board with a Resolution to Delegate Absentee Ballot Preparatory Steps to the Director of Elections as per N.C. Gen. Stat. § 163-35(d) and SBE Numbered Memorandum 2020-25. Following review, Dr. Weaver moved to adopt the resolution as presented by staff. The motion carried unanimously, 5-0. The resolution will be executed by Chairwoman Baxton.

c. Resolution to Delegate Responsibilities Related to Early Voting Workers to the Director of Elections

- Mr. Bowens presented the Board with a Resolution to Delegate Responsibilities Related to Early Voting Workers to the Director of Elections as per N.C. Gen. Stat. § 163-35(d) and SBE Numbered Memorandum 2023-07. Following review, Mr. Boone moved to adopt the resolution as presented by staff. The motion carried unanimously, 5-0. The resolution will be executed by Chairwoman Baxton.

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

- Mr. Bowens presented the Board with a Resolution to Maintain Out-of-Precinct Polling Place Change for Precinct 54 as per N.C. Gen. Stat. § 163-130.1. Following review, Mrs. Oxendine moved to adopt the resolution as presented by staff. The motion carried unanimously, 5-0. The resolution will be executed by Chairwoman Baxton.

e. Resolution to Adopt a Time for Counting Absentee Ballots

- Mr. Bowens presented the Board with a Resolution to Adopt a Time for Counting Absentee Ballots as per N.C. Gen. Stat. § 163-234(a)(2) and (11). Following review, Mr. Boone moved to adopt the resolution as presented by staff. The motion carried unanimously, 5-0. The resolution will be executed by Chairwoman Baxton. Pursuant to the resolution, the Board will meet at 2:00 p.m. on Election Day, March 5, 2024, to count approved absentee ballots and again on March 14, 2024, to address supplemental absentee ballots and provisional ballots.

General Discussion

- Mr. Bowens provided the Board with several election-related updates, which included the start of absentee by-mail voting and Voter ID outreach events.

Adjournment

The Board adjourned at approximately 6:14 p.m. on a motion made by Mr. Beskind. The motion carried unanimously, 5-0.

s/David K. Boone
Secretary