



MEETING MINUTES

Board of Elections Meeting
Tuesday, July 22, 2025
12:00 P.M.

Board Members:

David K. Boone, Chairman
Pamela A. Oxendine, Secretary
Dawn Y. Baxton, Member
Natalie Beauchaine, Member
James P. Weaver, Member

Board Members Present: Chairman David K. Boone, Secretary Pamela A. Oxendine, Member James P. Weaver, Member Natalie F. Beauchaine and Member Dawn Y. Baxton

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

Guests in Attendance: Honorable Judge James Hill and Senior Assistant County Attorney Jason Rosser

Meeting Type: In-Person

Meeting Opening

Mr. Bowens called the meeting to order at approximately 12:00 p.m. at the Durham County Board of Elections Office (3825 S. Roxboro St. Suite 101 Durham, NC 27713) and led the Pledge of Allegiance.

Organizational Business

a. 2025-2027 Oath Ceremony for Board of Elections Members

- Honorable Judge James Hill led the Oath Ceremony for the Board of Elections Members. The newly appointed members are as follows:
 - David K. Boone, Chairman – Republican
 - Dawn Y. Baxton, Member – Democrat
 - Pamela A. Oxendine, Member – Democrat
 - Natalie F. Beauchaine, Member – Republican
 - James P. Weaver, Member - Republican

b. Adoption of Agenda

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

c. Election of Secretary

- Ms. Baxton moved to nominate Mrs. Oxendine to serve as Board Secretary for the 2025-2027 service term. Following discussion, Mrs. Oxendine accepted the nomination and the motion carried unanimously, 5-0.

d. Recognition of Donald H. Beskind (2023-2025 Board Member)

- Chairman Boone presented outgoing Board Member Donald H. Beskind with a certificate of Appreciation for his two-year tenure with the Board of Elections, serving the residents of Durham County.

e. Adoption of Regular Meeting Schedule

- Mr. Bowens presented the Board with a request to readopt the 2025 Board Meeting Schedule. Following review and discussion, Dr. Weaver moved to adopt the 2025 Board Meeting Schedule as presented by staff. The motion passed unanimously, 5-0.

Director's Report

Mr. Bowens provided updates on List Maintenance, Finances, Legal/Legislative Matters, the State Board of Elections Registration Repair Process (HAVA), the 2025 State Board of Elections Summer Conference and the 2025 NaCo Achievement Awards.

Public Comments and Questions

No comments were provided in the public comment portal, and two comments were provided in person. Mr. Bowens addressed all comments.

New Business

a. Approval of Minutes

- Mr. Bowens presented the Board with a request to approve minutes from the 6/12/2025 Board meeting. Following review, Mrs. Baxton moved to approve the minutes as submitted by staff. The motion carried unanimously, 5-0

b. Resolution to Adopt a Polling Place Change for Precincts 04 and 56

- Mr. Bowens presented the Board with a Resolution to Adopt a Polling Place Change for Precincts 04 and 56. Following review of the proposed changes, Dr. Weaver moved to adopt the Resolution for a Polling Place Change for Precincts 04 and 56 as presented by staff. The motion carried unanimously, 5-0. The resolutions were executed by Chairman Boone.
 - **Precinct 04:** The polling place is moving from St. Luke's Episcopal Church back to the NC School of Science and Math (1219 Broad Street).
 - **Precinct 56:** The polling place is moving from Westminster Presbyterian Church back to St. Stephen's Episcopal Church (82 Kimberly Drive).

General Discussion

Mr. Bowens provided an update on a proposed consolidation of Precincts 16 and 53-1, candidate filing, a forthcoming ballot sampling policy, the County Memorandum of Understanding (MOU) and Duties of the Director.

Closed Session

The Board went into closed session under N.C.G.S §§ 143-318.11(a)(1) and 143-318.11(a)(3) to consult with counsel on matters responsive to N.C.G.S. § 132-1.4. The Board returned to open session at approximately 12:41 p.m. in accordance with N.C. Gen. Stat. §143-318.10(d) to conduct business remaining before the Board.

Adjournment

The Board adjourned at approximately 12:43 p.m., on a motion made by Mrs. Beauchaine. The motion carried unanimously, 5-0.

s/Pamela A. Oxendine
Secretary