



MEETING MINUTES

Board of Elections Meeting
Tuesday, September 30, 2025
5:30 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, Systems Specialist Julius Richards and Ballot Processing and Audit Manager Adam Byrnes

Guests in Attendance: See attendance sheet

Meeting Type: In-Person

Meeting Opening

Chairman Boone called the meeting to order at approximately 5:32 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.

Approval of Agenda

Mr. Bowens presented the Board with a request to approve the agenda for the meeting. Following review, Mrs. Beauchaine moved to approve the agenda as submitted by staff. The motion carried unanimously amongst members present, 4-0. Ms. Baxton was not present for this motion.

Public Comments and Questions

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

New Business

a. Review of Absentee By-Mail Ballots

- Mr. Bowens presented the Board with 43 absentee ballots and applications recommended for approval, for review. Following discussion and physical review, Mrs. Oxendine moved to approve a total of 43 ballots and applications per the recommendation of staff. Mrs. Oxendine also moved to allow staff to open and 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.
- Mr. Bowens presented the Board with 1 Overseas Pending application and ballot where the voter never resided in North Carolina and is therefore not eligible to vote in the October 7, 2025, election, pursuant to State Board of Elections Numbered Memorandum 2025-01. The 1 ballot and application did not require action from the Board.

- The approved counts for the September 30, 2025, meeting was 21 Civilian, 2 Civilian Accepted-Exception, 1 Civilian Accepted-Cured, 1 Military by-mail and 18 Military/Overseas duplicated ballots and applications. The total approved absentee count was 43.

General Discussion

Mr. Bowens provided the Board with an update on early voting turnout, the State Board of Elections Registration Repair Project, political observers during non-partisan elections, and upcoming Board meetings.

Adjournment

The Board adjourned at approximately 6:30 p.m., on a motion made by Mrs. Oxendine. The motion carried unanimously, 5-0.

s/Pamela A. Oxendine
Secretary