



MEETING MINUTES

Board of Elections Meeting
Tuesday, October 7, 2025
2:00 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, Systems Specialist Julius Richards, Ballot Processing and Audit Manager Adam Byrnes and Voter Services Manager Daniel Lassiter

Guests in Attendance: See attendance sheet

Meeting Type: In-Person

Meeting Opening

Chairman Boone called the meeting to order at approximately 2:00 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.

Approval of Agenda

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

Public Comments and Questions

No comments were provided in-person or through the public comment portal.

New Business

a. Review and Counting of Approved Absentee Ballots (2:00 PM)

- Mr. Bowens presented the Board with 37 absentee ballots and applications recommended for approval, for review. Following discussion and physical review, Ms. Baxton moved to approve a total of 37 ballots and applications per the recommendation of staff. The motion carried unanimously, 5-0.
- The approved counts for the October 7, 2025, meeting was 14 Civilian, 10 Civilian Accepted-Exception, and 13 Military/Overseas duplicated ballots and applications, 2 of which were approved with an Accepted-Exception status. The total approved absentee count was 37.

Recess

The Board recessed at approximately 2:39 p.m. and unanimously agreed to reconvene at 6:00 p.m. for the closing of the polls on early voting tabulators and to oversee Election Night Returns.

b. Counting of Early Voting Ballots (7:30 PM)

- The Board authorized staff to close polls on all tabulators used during the early voting period. Upon completion of the counting process, the Board signed results tapes from each tabulator. Following the signing of the results tapes, Ms. Baxton moved to authorize staff to upload the results into the tabulation software and publish them to the State Board of Elections website for public access. The motion passed unanimously, 5-0.
- The Board also authorized staff to close the polls on the transfer precinct tabulator, required under N.C. Gen. Stat. §163-82.15(e).

c. Voter Challenges

- There were no voter challenges.

General Discussion

Mr. Bowens reminded the Board that the meeting on Friday, October 10, 2025, will begin at 1:00 p.m. to count approved supplemental absentee and provisional ballots.

Adjournment

The Board adjourned at approximately 10:15 p.m., on a motion made by Ms. Baxton. The motion carried unanimously amongst those present, 5-0.

s/Pamela A. Oxendine
Secretary