



# MEETING MINUTES

Board of Elections Meeting  
Tuesday, October 28, 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

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**Board Members Present:** Chairman David K. Boone, Member 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

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## Meeting Opening

Chairman Boone called the meeting to order at approximately 5:30 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, Ms. Baxton moved to approve the agenda as submitted by staff. The motion carried unanimously amongst members present, 4-0. Dr. Weaver was not present for this motion.

## New Business

### a. Review of Absentee By-Mail Ballots

- Mr. Bowens presented the Board with 98 absentee ballots and applications recommended for approval, for review. Following discussion and physical review, Ms. Baxton moved to approve a total of 98 ballots and applications per the recommendation of staff. Ms. Baxton 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 N.C. Gen. Stat. §163-234(2) and (3). The motion carried unanimously, 5-0.
- The approved counts for the October 28, 2025, meeting was 47 Civilian, 6 Civilian Accepted-Exception, 42 Military/Overseas duplicated, 2 Military/Overseas Accepted-Exception duplicated and 1 Military/Overseas Accepted-Cured duplicated ballots and applications. The total approved absentee count was 98.

## General Discussion

Mr. Bowens provided an update on the upcoming Board meetings scheduled for 5:30 p.m. on November 3, 2025, and 2:00 p.m. on November 4, 2025. An update was also provided on early voting turnout for the election.

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**Public Comments and Questions**

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

**Adjournment**

The Board adjourned at approximately 6:02 p.m., on a motion made by Mrs. Oxendine. The motion carried unanimously, 5 -0.

s/Pamela A. Oxendine  
Secretary