



MEETING MINUTES

Board of Elections Meeting
Thursday, December 11, 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, Member Pamela A. Oxendine, Member James P. Weaver, 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: See attendance sheet

Meeting Type: In-Person

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. Mrs. Beauchaine was not present for this meeting.

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 amongst members present, 4-0.

Director's Report

Mr. Bowens provided an update on Legal/Legislative Matters, List Maintenance, Finances, the State Board of Elections Registration Repair Project, Candidate Filing, Precinct Consolidation for Precinct 57, the State Board of Elections Winter Conference, the Ballot on Demand Pilot for the 2026 Statewide Primary and Election, and the City of Durham Municipal Election Cost and Election Method Assessment.

New Business

a. Adoption of 2026 Regular Meeting Schedule

- Mr. Bowens presented the Board with a request to adopt the 2026 Regular Board Meeting Schedule. Following review and discussion, Ms. Baxton moved to adopt the 2026 Regular Board Meeting Schedule as presented by staff. The motion passed unanimously amongst members present, 4-0.

b. Resolution to Adopt a Polling Place Change for Precinct 28

- Mr. Bowens presented the Board with a request to adopt a polling place change for Precinct 28. Following review and discussion, Dr. Weaver moved to adopt the polling place change for Precinct

28 from the Bahama Ruritan Club to Mangum Elementary School. The motion carried unanimously amongst members present, 4-0. The resolution will be executed by Chairman Boone via DocuSign.

c. Adoption of Revised Ballot Duplication Policy

- Mr. Bowens presented the Board with a request to adopt a revised Ballot Duplication Policy. Following review and discussion, Ms. Baxton moved to adopt the revised Ballot Duplication Policy as presented by staff. The motion carried unanimously amongst members present, 4-0.

d. Adoption of Ballot Access Policy

- Mr. Bowens presented the Board with a request to adopt a Ballot Access Policy. Following review and discussion, Ms. Baxton moved to adopt the Ballot Access Policy as presented by staff. The motion carried unanimously amongst members present, 4-0.

General Discussion

Mr. Bowens updated the Board on Candidate Filing, Jurisdictional Audits, and the 2026 Statewide Primary and Election Absentee Voting period.

Public Comments and Questions

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

Adjournment

The Board adjourned at approximately 6:16 p.m., on a motion made by Ms. Baxton. The motion carried unanimously amongst members present, 4-0.

s/Pamela A. Oxendine
Secretary