



# MEETING MINUTES

Board of Elections Meeting  
Tuesday, February 3, 2026  
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 Beauchaine and Member Dawn Baxton

**Board Staff Present:** Elections Director Derek L. Bowens, Deputy Director Brenda Baker, Election Services Manager 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, Mrs. Beauchaine moved to approve the agenda as submitted by staff. The motion carried unanimously, 5-0.

## Approval of Minutes

Mr. Bowens presented the Board with a request to approve minutes from the 1/8 Board meeting. Following review, Ms. Baxton moved to approve the minutes as submitted by staff. The motion carried unanimously, 5-0.

## New Business

### **a. Approval of 2026 Statewide Primary and Election Machine Logic and Accuracy Testing (DS850s)**

- Mr. Bowens presented the Board with a document verifying the completion of logic and accuracy testing for two DS850 Central Tabulators to be used for the March 3, 2026, Statewide Primary and Election. Following review, Mrs. Oxendine moved to approve the logic and accuracy testing for the two DS850 Central Tabulators. The motion carried unanimously, 5-0. Logic and Accuracy testing records for voting equipment that will be used during the 2026 Statewide Primary and Election will be presented at the next Board meeting.

### **b. Adoption of Early Voting Inclement Weather Policy**

- Mr. Bowens requested the Board to adopt a formal policy governing the closure of early voting sites during inclement weather or weather-related emergency conditions, consistent with State Board of Elections Numbered Memorandum 2020-04. Following review and discussion, Ms.

Baxton suggested amending the policy to specify that the Board Chair has discretion as to meeting format when the Board has to meet consistent with the policy (virtual versus in-person). Mrs. Beauchaine moved to adopt the policy as recommended by staff and amended by Ms. Baxton. The motion carried unanimously, 5-0. The amended Early Voting Inclement Weather Policy will be executed by Chairman Boone via DocuSign.

**c. Review of Absentee By-Mail Ballots**

- Mr. Bowens presented the Board with 61 absentee ballots and applications recommended for approval, for review. Following discussion and physical review, Dr. Weaver moved to approve a total of 61 ballots and applications per the recommendation of staff. Dr. Weaver 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 Pending Cure application and ballot where the voter did not provide an acceptable Photo ID. The voter was contacted and sent a cure certification per State Board of Elections Numbered Memorandum 2021-03. The 1 application and ballot did not require action from the Board.
- The approved counts for the February 3, 2026, meeting was 11 Civilian, 3 Accepted-Exception Civilian, and 47 Military/Overseas duplicated ballots and applications. The total approved absentee count was 61.

**General Discussion**

Mr. Bowens provided an update to the Board regarding the State Board of Elections Winter Conference, scheduled to be held virtually via Zoom from February 5<sup>th</sup> – February 6<sup>th</sup>. Additional updates were provided on reimbursements for conducting the 2025 Municipal Elections and staff travel to Florida to receive an award from the National Association of Election Officials for the DCo Votes Mobile Application.

**Public Comments and Questions**

One comment was provided in the public comment portal and addressed by Mr. Bowens.

**Adjournment**

The Board adjourned at approximately 6:12 p.m., on a motion made by Mrs. Oxendine. The motion carried unanimously, 5-0.

s/Pamela A. Oxendine  
Secretary