



# MEETING MINUTES

Board of Elections Meeting  
Thursday, May 25, 2023  
5:15 P.M.

## Board Members:

Dawn Y. Baxton, Chairwoman  
Gregory D. Irby, Secretary  
Philip A. Lehman, Member  
Pamela A. Oxendine, Member  
David K. Boone, Member

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**Board Members Present:** Chairwoman Dawn Y. Baxton, Member Philip A. Lehman, Member Pamela A. Oxendine, Member Gregory D. Irby, and Member David K. Boone

**Board Staff Present:** Elections Director Derek Bowens, Deputy Director Brenda Baker, and Systems Specialist Julius Richards

**Guests in Attendance:** Chief Human Resources Officer, Kathy Everett-Perry

**Meeting Type:** In-Person and Zoom

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## Meeting Opening

Chairwoman Baxton called the meeting to order at approximately 5:15 p.m. at the Board of Elections Warehouse (2445 S. Alston Ave, Durham, NC 27713) and led the Pledge of Allegiance.

## Approval of Agenda

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

## Approval of Minutes

Mr. Bowens presented the Board with minutes from the 03/09 meeting. Following review, Mr. Lehman moved to approve the minutes as submitted by staff. The motion carried unanimously, 5-0.

## Director's Report

Mr. Bowens provided an update on List Maintenance, Finances, Legal Matters, Photo Identification Implementation, the BOE Consolidated Facility, and the 2023 State Board of Elections Summer Conference.

## Public Comment

Two public comments were provided in the chat function and addressed by Director Bowens.

## General Discussion

- 2022 EAC Clearie Award – Outstanding Innovations in Elections (Small/Medium)
- 2023 NaCo Achievement Award – Delivery Management Application
- Chairwoman Baxton requested staff to begin public education on the implementation of Voter ID to include radio ads, print media, regional presentations, and exterior signage.

**Closed Session**

Mr. Lehman moved that the Board enter into closed session at 5:39 p.m. under N.C.G.S §§ 143-318.11(a)(1) and 143-318.11(a)(6) to discuss personnel matters. The motion carried unanimously, 5-0.

The Board returned to open session at 5:55 p.m. in accordance with N.C. Gen. Stat. §143-318.10(d) to conduct business remaining before the Board.

**Adjournment**

The Board adjourned at approximately 6:03 p.m. on a motion made by Mrs. Oxendine. The motion carried unanimously, 5-0.

s/David K. Boone  
Member