



# MEETING MINUTES

Board of Elections Meeting  
Monday, March 04, 2024  
5:30 P.M.

## Board Members:

Dawn Y. Baxton, Chairwoman  
David K. Boone, Secretary  
James P. Weaver, Member  
Pamela A. Oxendine, Member  
Donald H. Beskind, Member

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**Board Members Present:** Chairwoman Dawn Y. Baxton, Member Pamela A. Oxendine, Member James P. Weaver, Member Donald H. Beskind, and Secretary David K. Boone

**Board Staff Present:** Elections Director Derek Bowens, Deputy Director Brenda Baker, Voter Services Manager Daniel Lassiter, Systems Specialist Julius Richards, and Absentee Coordinator Alan Resley

**Guests in Attendance:** Senior Assistant County Attorney Bettyna Abney

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

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## Meeting Opening

Chairwoman Baxton called the meeting to order at approximately 5:30 p.m. at the Durham County 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.

## Public Comment

No comments were provided in the chat function or in-person.

## New Business

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

- Prior to the review of absentee by-mail ballots and applications, Mr. Bowens explained that due to the high volume, the Board may consider reviewing a sample of returned ballots and applications and all Military/Overseas duplicated ballots recommended for approval, in accordance with SBE Numbered Memorandum 2020-25. Dr. Weaver moved that each Board member review two batches of ballots and applications and all Military/Overseas duplicated ballots consistent with SBE Numbered Memorandum 2020-25 that are recommended for approval by staff. The motion carried unanimously, 5-0. Mr. Bowens presented the Board with 578 absentee ballots and applications recommended for approval, for review. Following discussion and physical review, Mr. Boone moved to approve a total of 578 ballots and applications per the recommendation of staff. Mr. Boone 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 9 Witness Information Incomplete and 9 Pending Cure ballots and applications for review. Following discussion and physical review, Mr. Beskind moved to disapprove the 9 Witness Information Missing ballots and applications. The motion carried unanimously, 5-0. The Pending Cure ballots and applications did not require Board action.
- The total approved absentee counts for the February 27, 2024, meeting was 462 Civilian, 4 Accepted Cured, 4 Pending, 37 Affidavit Review Pending, and 71 Military/Overseas duplicated ballots and applications. The total approved count was 578.

**b. Appointment of Chief Judge and Judge Substitutes**

- Mr. Bowens presented the Board with staff recommendations for Chief Judge and Judge Substitutes for the 2024 Statewide Primary and Election. Following review and discussion, Dr. Weaver moved to accept the list of Chief Judge and Judge Substitutes as recommended by staff. The motion carried unanimously, 5-0.

**c. Appointment of 2024 Statewide Primary and Election Precinct Assistants**

- Mr. Bowens presented the Board with staff recommendations for Election Precinct Assistants for the 2024 Statewide Primary and Election. Following review and discussion, Dr. Weaver moved to accept the list of Election Precinct Assistants as recommended by staff. The motion carried unanimously, 5-0.

**d. Approval of 2024 Statewide Primary and Election Absentee Certified List**

- Mr. Bowens presented the Board with the 2024 Statewide Primary and Election Certified Lists. Following review, Mrs. Oxendine moved to approve the certified lists. The motion carried unanimously, 5-0. In total, the Board approved 887 absentee ballots to be counted on Election Day.

**General Discussion**

There was no general discussion.

**Adjournment**

The Board adjourned at approximately 7:30 p.m. on a motion made by Mrs. Oxendine. The motion carried unanimously, 5-0.

s/David K. Boone

Secretary