

NCLLB Conference Call
Meeting Minutes
10:00am, November 6, 2017

Members Present: Phil Lanier, Dennis Berwyn, Steve Bright, Mike Williams, Bill Harrell, Jon Jeffries, Keith Throckmorton, Rafe Rountree, Jennifer Richards

Staff: Barden Culbreth

Counsel: Anne Brown

Call to Order

Ethics Awareness Statement: Phil read the Ethics Awareness Statement and asked for potential conflicts. Hearing none, the meeting continued.

Website/Database Proposal: Dennis provided background on the selection search for a website and database company.

Jon motioned to approve Right Strategies proposal for \$13,500 to overhaul the Board's website and database. Steve Bright seconded. Mike Williams asked if the new software would be able to send out renewal reminders. Jon reported yes. The motioned carried.

Legal Counsel Proposal: Jon presented several proposals to consider for private legal counsel and recommended Young and Moore for legal services.

Steve Bright asked how additional costs are to be assessed. Jennifer expressed similar concerns about costs being assessed beyond the agreed retainer fee.

Anne spoke about her current duties as counsel.

Dennis motioned to accept the proposal for legal counsel from Young and Moore. Jon seconded.

Motioned failed with 3-5 vote. Affirmative – Dennis, Bill, Jon; Negative – Jennifer, Mike, Keith, Rafe, and Steve.

Barden asked to address the Board and expressed his disappointment that this second proposal for private counsel was defeated. He reported that the management company would be re-assessing its contract with the Board.

Mike Williams asked to address Steve Stroud's recent email to the Board and affirmed the Board's work as a separate organization from the NC Locksmith Association.

Adjourn: Steve Bright motioned to adjourn. Mike seconded and the meeting ended.

Note: Shortly after adjournment of the meeting, Barden informed the Board that Randolph Cloud and Associates would be terminating the management contract, and initiating a 90-period of notice. During that time, the management company would continue to provide services and assist in transition of management.

Attachment: Termination Letter





November 8, 2017

Dear Members of the North Carolina Locksmith Licensing Board,

Following the e-mail you received Monday from Barden I wanted to write you and formally submit our resignation letter as the administrative management firm for the NC Locksmith Licensing Board.

The Board entered into a contract for management services with our firm on July 1, 2002 and since 2007 Barden Culbreth has served as Executive Director, succeeding Anna Misenheimer. We have enjoyed our work on behalf of the Board to ensure the integrity of locksmith professionals across the state. Over the years we have also made many lasting friendships for which we are very grateful.

In recent months, there have been a number of proposals that Barden, as Executive Director, has presented to the Board. Primarily these proposals dealt with compensation for our management services and for the hiring of outside legal counsel for the Board. These proposals were considered by the Board and were in part or in whole not accepted. Our firm acknowledges and respects the Board's statutory authority to have the final decision in all matters related to the Board and the public it is charged to protect.

Our firm has now reached the conclusion that perhaps our time, energy and talents might be more productive in serving other clients. I am therefore submitting our resignation effective 90 days from this letter in accordance with the termination clause in our contract. Until the termination of the contract our firm will continue to provide the professional services you have received over the years. We also will assist with a smooth and orderly transfer of records, equipment and any other items that are the property of the Board. We will also gladly assist the Board in helping to identify another firm that might provide administrative services.

I want to thank each of you who currently volunteer your time to serve on the Board for the opportunity we have had to work with you. In the weeks ahead I also hope to thank previous Board members with whom we have had the pleasure to work with.

Barden and I are available to address any questions you might have as we move through this transition period.

I wish you the best in all your endeavors professionally and in your service to the citizens of our great state.

Sincerely,

A handwritten signature in blue ink that reads 'Randolph E. Cloud'.

Randolph E. Cloud

Randolph Cloud and Associates
1046 Washington Street, Raleigh, NC 27065
919.821.1004
www.randolphcloud.com