

North Carolina Locksmith Licensing Board
11:30am, April 10th, 2017
Burlington, NC

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

Staff: Barden Culbreth, Director; Anne Brown, Board Counsel

Public: Janice Rogers

Lunch

Call to Order- Phil called the meeting to order at 12:00pm

Ethics Awareness - Phil read the Ethics Awareness Statement.

Approval of the Minutes - Keith motioned to approve, Rafe seconded and the minutes were approved by acclamation.

Financial Report - Phil presented the January and February statements for approval. Keith motioned to approve, Steve seconded and the report was approved.

The Board welcomed Dennis Berwyn to Board.

Board Training/Orientation - Phil recognized Anne Brown who presented Board Orientation to the Board. This training included summary of the Administration Procedures Act, Open Meetings Law, NC State Ethics Act, Tort Claims Act, and other state regulations of interest to Board members.

Barden provided an update to the Board of the Rules Review Process.

New Business -

Jon spoke to the Board about some changes he would like made to the Board's website.

Discussion followed about the requirement for notarized authorizations and electronic uploads on applications.

The proposal to raise fees for renewals was removed following discussion.

Jon motioned to allow Barden \$500 to consult/contract with a paralegal to help with the Rules. Steve made a friendly amendment to increase fee to \$1200. Mike seconded and the motion passed unanimously.

These proposals from Jon were sent to an ad hoc committee of Steve, Dennis, and Jennifer.

Old Business -

Skype meeting discussion - Jon withdrew discussion on Skype because it did not seem feasible following last discussion items.

Newsletter - Phil asked that the Board resume publishing a newsletter. He asked Jennifer to oversee it and provide Barden with content. Jennifer asked about the regularity of the newsletter.

To go on agenda - Regional Investigators

Next meeting - June 12th, 9:30am, Conference Call.

Adjourn- Steve Bright moved to adjourn. Keith seconded and the meeting ended.

