

**North Carolina Locksmith Licensing Board**  
**11:30am, August 14, 2017**  
**Raleigh, NC**

**Members:** Phil Lanier, Jon Jeffries, Jennifer Richards, Rafe Rountree, Steve Bright

**Staff:** Barden Culbreth, Anne Brown

**Call to Order:** Phil called the meeting to order following a box lunch.

**Ethics Awareness Statement:** Phil read the statement and asked for conflicts or potential conflicts.

**Approval of Previous Meeting Minutes:** Steve Bright motioned to approve, Rafe seconded and the minutes were approved by acclamation.

**Approval of Financial Reports:** Mike motioned to approve and Steve seconded and the reports were approved (May, June, and July) by acclamation.

**Update from Board office:** Barden presented an update to the office. Jon asked the Board to consider an e-version of the study guide.

Steve, Jennifer, Mike will be working on the study guide, and the cost will be re-evaluated at that time.

Barden advised the Board to explore changes to test administration. Discussion followed. Steve will work on this with Barden on August 15th to develop this proposal.

**Ad hoc committee:** Jon presented a motion from the committee to move forward with e-verify, online payments, and online renewals/reinstatement. Mike seconded. Motion passed.

Jon motioned for the Board to obtain quotes from credential database software. Steve seconded the motion and the motion passed.

**Old Business:** Billboard Awareness Campaign - Phil presented an update from the billboard campaign which would be ending at the end of the month.

Phil asked the Board to consider running the two vinyl boards for another month based on the money saved from billboard preparation, approximately \$1,300. Discussion followed. Motion not to extend the billboard made by

Mike Williams. Rafe Rountree seconded and the motion passed. Phil Lanier voted in opposition to the motion.

Board recessed for 5 minutes at 12:40pm.

Board reconvened at 12:46pm.

***The Board Hearing began at 1:00pm.***

***Board entered deliberations at 3:30pm.***

***Board reconvened at 4:20pm.***

Board will issue the license with a series of conditions, including passage of the exam and another application to be presented including criminal actions.

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



**Locksmith  
Licensing Board**