

North Carolina Locksmith Licensing Board

Meeting Minutes

Raleigh / Zoom

October 25, 2023

Members Present: Mike McCarty, Larry Mares, Deanna Brena, Jim Storie, Debbie Atkinson, Jack Walder, Garrett Davis, Patrick Armeen

Members Absent: Henry King

Board Staff: Barden Culbreth, Carrie Duhon, and Catherine Lee

Public: Leroy Everhart

Welcome and Call to Order: Mike McCarty called the meeting to order at 12:05pm

Ethics Awareness Statement: Mike read the NC Ethics Awareness Act and asked for conflicts or appearances of conflicts with the business before the Board. Hearing none, the meeting continued.

Approval of Agenda: Larry Mares motioned to approve the agenda. Garrett Davis seconded, and the agenda was approved.

Introduction: Mike asked all around the table to introduce themselves. Catherine Lee provided a presentation on the firm of Hedrick Gardner Kincheloe and Garofalo.

Executive Committee Presentation: Mike provided background on the Executive Committee's decision to hire a new legal team. Jim Storie motioned to approve the termination of the Board's current legal counsel and to affirm the Executive Committee's decision to hire Hedrick Gardner Kincheloe and Garofalo. Garrett seconded, and the motion was approved.

Public Comment: Mike opened the meeting to public comment. Hearing none, the public comment period closed.

Approval of Previous Meeting Minutes: Larry motioned to approve. Garret seconded and the minutes were approved.

Financial Report Review: Larry motioned to approve the Financial Report. Debbie seconded and the financial report was approved.

Patrick Armeen joined the meeting.

Exam and Education Committee Report: Jim presented on recent proctoring sessions for the exam. Jim discussed his experience with applicants whose first language is not English.

Jim presented his work on a new version of the study guide that will include sample questions.

Jim and Barden will work on formatting and printing, and there will be a price increase for the new study guide. Mike asked if the Board could sell the sample questions to people who have already purchased the study guide. Barden confirmed that we would add that option.

Jim is also rewording some of the questions.

Chair's Report: Mike offered condolences for the passing of Barden Culbreth's father who died in July.

Mike spoke about the proactive role that the Board was going to take against unlicensed locksmiths.

Board Office Report: Barden reported that the website was having lingering issues for some users. Some browsers were blocking the site. He had a proposal for a web developer to review and update the website in total. Debbie Atkinson motioned to approve \$2500 to work on the website. Larry seconded and it was approved.

Barden presented the Annual Report to be filed with state regulatory authorities. Catherine Lee recommended changes in accordance with APO changes on military and veterans on the report. Mike asked Catherine to work with Barden on these changes prior to filing.

Barden announced that Steve Bright had recently passed away. Discussion followed but there were few details available at the time.

Barden announced that Patrick Armeen was outgoing on the Board and that Dianne Riddle had been appointed to that seat. Barden shared that a plaque would be presented to both Patrick and Henry King at the next Board meeting.

Legal Update: Catherine shared that she had met with Barden and Leroy and discussed the complaint process.

She also stated that she was working with the Board office to develop a standard complaint form for the website.

Catherine stated that she was working on an injunction and contempt case on Roy Abudram, an unlicensed locksmith in the Triad area.

Mike asked the legal counsel to prepare a new set of form letters for the Board to use.

Leroy Everhart, the Board's private investigator, was recognized and shared some recent experiences in finding unlicensed locksmiths.

Leroy Everhart presented a proposal to address unlicensed activities in the Western part of the state. Larry motioned to approve the plan. Jack Walder seconded and the motion carried.

Larry motioned to authorize the Ethics and Standards Committee to approve injunctions without full Board approval. Garrett seconded and the motion carried.

Unfinished Business: None.

New Business: None.

Schedule Next Meeting: December 6th, 12pm, Hedrick Gardner offices.

Adjourn: Jim motioned to adjourn. Larry seconded and the meeting ended.