

**North Carolina Locksmith Licensing Board
Raleigh, NC
December 4, 2024**

Board Members Present: Larry Mares, Jim Mares, Debbie Atkinson, Deanna Brena, Erich Crouch, Jack Walker,

Absent: Mike McCarty, Garrett Davis

Staff: Barden Culbreth, Catherine Lee, Leroy Everhart

Public: Jon Jeffries, David Burnham, Joe Brena

Call to Order: Board Chair Larry Mares called the meeting to order and thanked everyone for making time to attend.

Ethics Awareness Statement: Larry read the Ethics Awareness Statement and asked the Board members for any conflict or appearance of conflicts with the matters before the Board today. Hearing none, the meeting continued.

Presentation of Plaques: Jim Storie and Debbie Atkinson were presented with plaques for their service on the Board. Both were concluding their two 3-year terms. Jim had served previously as well.

Approval of Agenda: Jim Storie motioned to approve the agenda. Erich Crouch seconded the motion, and the agenda was approved.

Public Comment: Jon Jeffries and David Burnham were recognized as non-members. They would be starting their term next year.

Approval of the Previous Meeting Minutes: Jack Walder motioned to approve. Erich seconded the motion, and the minutes were approved.

Financial Report: Barden Culbreth presented the financial report. Jim motioned to approve. Jack seconded, and the report was approved.

Exam and Education Committee: Jim presented his report. He first thanked Leroy Everhart for attending the recent meeting of the NC Locksmiths Association. Leroy was recognized and shared his experience providing guidance to the members of the Association.

NCLA Trade Show – January 25th, NC State Fairgrounds. Barden agreed to staff a table. Discussion followed on what “swag” the Board office had available.

Jim talked about observations administering the last exam in Rocky Mount. This included test takers walking in (persons who are not on the list), as well as arriving at the exam over

an hour late. He reported that some test takers became very aggressive and hostile to the proctors.

Based on this, Jim and the Exam Committee recommended that the Board commit itself to hiring testing centers to administer the exam. He also provided a list of proposed changes for exam administration.

Jim proposed that no walk ins be allowed.

Jim proposed that \$50 be charged for marking in the test book.

Jim proposed that no cell phones be allowed in the exam room (previously they were kept at the front table with the proctor).

Jim reported that the latest exam revision is finally ready for final approval.

Jack thanked Jim for putting together the latest version of the test.

David noted that he appreciated the personal connection between the Board proctors and potential licensees at the test. It was beneficial to him.

Barden noted that many applicants were younger and were not experienced in the pre-internet world, so they become frustrated working on an online application and then experience a delay when it is being reviewed or processed.

Board Chair Report: Larry thanked the Board members for their support.

Board Office Report: Barden presented an idea to amend the renewal fees rules to remove the 30-day late fee. Catherine recommended removing the authorization of the Board to refund application fees. Discussion followed, with agreement that draft rules would be developed and proposed.

Legal Update: Catherine provided an update on the legal activities of the Board. This included multiple injunctions. Public information will be updated on the Board's website.

Erich asked about the status of an applicant he had reviewed in committee where there were multiple DUIs and no active drivers license. Barden reported he had not heard back from the applicant.

Catherine shared new language in a non-compliance letter that the Board would use.

Unfinished Business: None.

New Business: Joe Brena, a licensed locksmith, shared experience with an unlicensed locksmith in his area, and reported that many stranded motorists were calling roadside assistance companies along Interstate-95. Discussion followed.

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