

## **Official ABCR Meeting Minutes**

**April 13, 2007**

The Alabama Board of Court Reporting met on Friday, April 13, 2007, in order to conduct regular business. Those present were as follows: Judge Aubrey Ford, Chairman; Suzanne Frazier, Vice-Chair; Joseph Fawal, Member; and Laura Nichols, Member. Also present was Paula Scout McCaleb, Executive Director; Jessica Burdette, Licensing Agent; and Bettie Carmack, Assistant Attorney General.

The meeting was called to order at 10:14 a.m., with a quorum present.

Meeting was advertised on the Secretary of State's Web Site and the Board Web Site in accordance with the Open Meetings Act.

A motion was made by Laura Nichols to adopt the Minutes from the January 26, 2007 meeting as distributed. Suzanne Frazier seconded the motion and the motion passed unanimously.

A motion was made by Suzanne Frazier to adopt the specifications for the administrative services contract and submit them to the Department of Purchasing to receive bids. The motion was seconded by Laura Nichols and passed unanimously.

A motion made by Laura Nichols to change the proposed Rules and Regulations, Chapter 3 to as follows: "a) Every Court Reporter License in Alabama shall expire on September 30th of each year. The holder of the license may renew such license during the 60 days preceding the expiration date thereof by paying the required fee and completion of the application for renewal." The motion was seconded by Joseph Fawal and passed unanimously.

A motion was made by Joseph Fawal to change the late fee in proposed Rules and Regulations, Appendices I, Fee Schedule for the Late Renewal Fee from \$300 to 20% of original license each month. The motion was seconded by Suzanne Frazier and passed unanimously.

A motion was made by Suzanne Frazier to adopt the entire set of Rules and Regulations with the corrections as noted in the previous motions and certify with the Administrative Procedures Office and post the final version on the website. The motion was seconded by Joseph Fawal and passed unanimously.

A motion was made by Joseph Fawal to work with Bettie Carmack to draft a letter to keep on file regarding the board's response to the written comments received regarding proposed Rules and Regulations. The motion was seconded by Suzanne Frazier and passed unanimously.

A motion was made by Joseph Fawal to adopt the application forms with changes discussed. The motion was seconded by Suzanne Frazier and passed unanimously.

At approximately 12:00 p.m., the Chair announced that the Board would take a brief recess for lunch and would reconvene in approximately 30 minutes.

At 12:35 p.m., the Chair reconvened the meeting.

A motion was made by Laura Nichols to adopt the new seal of the Board with changes made. The motion was seconded by Suzanne Frazier and passed unanimously.

There being no further Board business, Joseph Fawal made a motion to adjourn the meeting at 1:15 pm. The motion was seconded by Suzanne Frazier and unanimously carried by the board.

The Chair announced that the next scheduled Board Meeting would be held on June 22, 2007, at the Board Office in Montgomery.

Respectfully Submitted,

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Judge Aubrey Ford, Chair

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Suzanne Frazier, Vice Chair

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Paula McCaleb, Executive Director