

Board Meeting Minutes  
December 19, 2019

The Alabama Board of Court Reporting met on December 19, 2019, at the Board Office in Montgomery for the purpose of conducting Board business. Those present were as follows: Shannon Ball, Chair; Parian Holderfield, Vice-Chair; Judge Aubrey Ford, Member; Margaret Turner, Member; and Linda Flippo, Member. Not present were Alan Peacock, Member; David Rains, member and Paula McCaleb, Executive Director. Also present was Mark Wilkerson, Legal Counsel.

The Meeting was called to order at 4:00 p.m. with a quorum established in the following Members: Shannon Ball, Parian Holderfield, Judge Ford, Margaret Turner, Linda Flippo.

The meeting was advertised on the Secretary of State's website and the Board's website in accordance with the Alabama Open Meetings Act.

Judge Ford made a motion to approve the Board Meeting Minutes from the December 5, 2019, meeting. Seconded by Ms. Turner. Motion carried with all in favor (Ms. Holderfield, Judge Ford, Ms. Flippo, and Ms. Turner).

The motion to go into Executive Session was made by Judge Ford so the Board may receive advice from legal counsel due to discussing potential changes and challenges to the bid specifications and the potential for having the contract process delayed, all of which could result in litigation. Ms. Holderfield seconded. Motion carried with all in favor (Ms. Holderfield, Judge Ford, Ms. Turner, and Ms. Flippo).

The Chair announced the Board would go into Executive Session for the purpose stated and expect to reconvene in 20 minutes. The Board went into Executive Session at 4:10 p.m.

The Board reconvened at 4:30 p.m.

A motion was made by Judge Ford to approve the Specifications for Bid for the Administrative Services Contract with changes and additions as presented by legal counsel, Mark Wilkerson, and submit them to the Department of Purchasing for the purpose of receiving bids. Motion seconded by Ms. Turner. Motion carried with all in favor (Ms. Holderfield, Judge Ford, Ms. Flippo and Ms. Turner).

Legal Counsel, Mark Wilkerson suggested that the Board give Chair Ball the authority to accept any changes or additions on these Bid Specifications as required by the Purchasing Department in order to prevent further delay in releasing the bid. Motion to give Chair Ball this authority was made by Ms. Holderfield. Seconded by Ms. Turner. Motion carried with all in favor (Ms. Holderfield, Judge Ford, Ms. Flippo and Ms. Turner).

There being no further business, the Chair announced that a Special Board Meeting would be held on January 8, 2020, at 10:00 a.m. at the Board Office in Montgomery for the purpose of reviewing the bids received. The meeting adjourned at 4:45 p.m.

Respectfully submitted:

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Shannon Ball, Chair

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Parian Holderfield, Vice-Chair

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Sherry Norris, Recorder