

SECRETARY'S DRAFT

THE LOUISIANA BOARD OF EXAMINERS OF CERTIFIED SHORTHAND REPORTERS

BOARD MEETING MINUTES

FRIDAY, OCTOBER 21, 2011

Pursuant to notice, the meeting was called to order at 1:00 p.m., Friday, October 21, 2011, at the Library of the 19th Judicial District Court for the Parish of East Baton Rouge, 300 North Boulevard, Baton Rouge, Louisiana.

PRESENT:

Judge Paul A. Bonin, Chairman
May F. Dunn, CCR, Secretary
John H. Andressen, CCR
Vincent P. Borrello, Jr., CCR
Milton Donegan, Jr., CCR
Phillip Kaufman, CCR
Suzette M. Magee, CCR
Laura Putnam, Attorney
E. Dion Young, Attorney

David A. Marcello, Board Counsel
Tonya R. Armentor, Administrator

CALL TO ORDER AND PRELIMINARIES

- Judge Bonin, Chairman, welcomed all members and guests and called the meeting to order. He then asked Ms. Dunn, Secretary, to lead the Pledge of Allegiance. The Administrator called the roll.
- Motion was made by Mr. Borrello to accept the Minutes of the Meeting of August 26, 2011 as submitted by Ms. Dunn. The motion was seconded by Mr. Young and the motion passed without opposition.

RULE-MAKING

- Motion was made by Ms. Putnam to publish the Rule changes made at the last Board Meeting in the December Louisiana Register. Motion was seconded by Ms. Magee and the motion passed without opposition.

LICENSING

- Motion was made by Mr. Young to refer the applicant and equipment issues to the Ethics Committee for determination. Mr. Donegan seconded the motion and

the motion passed without opposition.

- Motion was made by Mr. Borrello to accept the National licensing applications through reciprocity for Ms. Yolanda Nunnery and Ms. Sammantha Morgan. The motion was seconded by Ms. Magee and the motion passed without opposition.

CONTRACT RENEWALS, EXTENSIONS OR APPROVALS

- Motion was made by Mr. Donegon to accept the contract renewals with Eve S. Kazik for Stenotype Grading Services and with Killingsworth Court Reporting, LLC, for Stenomask Grading Services. Motion was seconded by Ms. Magee and the motion passed without opposition.
- Motion was made by Mr. Andressen to accept the contract renewal with George F. Delaune for Professional Accounting Services. Motion was seconded by Ms. Magee and the motion passed without opposition.
- Motion was made by Mr. Donegan to approve in concept the contract extension for 90 days with NEXUS World Media, LLC, for Website Services. The motion was seconded by Mr. Kaufman and the motion passed without opposition.

DISCUSSION AND DIRECTION ITEMS

- Motion was made by Mr. Kaufman to approve a one year Board membership for \$240, includes all members, in CLEAR (Council on Licensure, Enforcement, And Regulation) and for each member to participate during the year in CLEAR's Webinar. The motion was seconded by Mr. Borrello and the motion passed without opposition.
- Motion was made by Mr. Kaufman to post the "Secretary's Draft" of the Board Minutes onto the website. The "Secretary's Draft" will then be replaced once the Minutes have been approved by the Board. The motion was seconded by Ms. Magee and the motion passed without opposition.

COMMITTEE REPORTS

- Motion was made by Mr. Borrello requesting the Board accept the Education Committee reports as presented to the Board. The motion was seconded by Mr. Kaufman and the motion passed without opposition.
- Motion was made by Mr. Kaufman requesting the Board to authorize Mr. Kaufman to make the changes to the website as requested immediately prior to the Board Meeting. The motion was seconded by Ms. Putnam and the motion passed without opposition.

ADJOURNMENT

- A motion was made by Mr. Young to adjourn the meeting. The motion was seconded by Mr. Borrello and the motion passed without opposition. The Meeting was adjourned at 3:25 p.m..