

**NORTH CAROLINA LOCKSMITH LICENSING BOARD
JULY 12, 2004
GREENSBORO, NORTH CAROLINA**

Attendance: Tom Campion, Chair, Neal Ensley, Laura Busse, Chris Boykin, Ralph Fuller, Dennis Green, Anna Bridgers.

Guests in Attendance: Steve Bright, Donna Fuller.

The Board meeting was called to order by Tom Campion. Neal then read the Ethics Awareness and Conflict of Interest Statement. No one indicated any conflicts.

The first order of business was to approve the May 24, 2004 meeting minutes. Chris made a motion to approve the minutes as prepared by Anna. Laura seconded the motion and the motion passed unanimously.

The next order of business was the Treasurer's Report. Laura reviewed the April, May, and June financial balance sheets. Laura told the Board members that Paola from RCA separated the SBI fees from the license fee category in the reports. Laura made a motion to approve the balance sheets as prepared by Paola. Neal seconded Laura's motion and the motion passed unanimously.

Dennis then informed Laura that a proctor has not yet been paid for her services. Laura told Dennis that she would check on this.

There was nothing to report on behalf of Document Creation or Public Relations.

The next report concerned the Examination Committee. Steve asked the Board members if the Board is planning on hosting another exam preparation course on Friday, August 6th prior to administering the test. Laura said that she had not been planning on doing so, but the Board could offer the course again in November if there is a demand.

Laura volunteered to proctor the August test in Charlotte. Steve said that he could proctor the test as well, if he is needed.

The Rules Committee report was the next topic of discussion. Using language pertaining to license renewal requirements for the NC Architecture Board, Laura compiled a draft for NCLLB's continuing education requirements and licensure renewal rules. Laura said that she wants the Board to be in agreement about these rules so that she can present them in August at the NC Locksmith Association meeting.

The Board agreed that some type of notice should be mailed to locksmiths needing to renew their license approximately four to five months prior to the license's expiration.

After some discussion of the details, Neal made a motion to accept this draft of the license renewal requirement rules and Chris seconded the motion. The motion passed unanimously. The Board members thanked Laura for her hard work.

Dennis asked Laura if the Board has established a standard about how to handle complaints the Board receives about locksmiths practicing without a license. Laura has attempted to contact Bly to receive some guidance on this. Ralph made a motion for the Board to adopt Bly's recommendation and take action in accordance with her recommendation. Chris seconded the motion and the motion passed unanimously.

The next order of business was approval of locksmiths for licensure. Laura made a motion to accept all approved locksmiths for licensure and Chris seconded the motion. The motion passed unanimously.

Under new business, Neal made a motion for the next Board meeting to be held on Monday, August 23rd in Greensboro, NC. Laura seconded the motion and the motion carried.

With no further business, Ralph made a motion to adjourn. Chris seconded the motion, and the meeting was adjourned.

Respectfully Submitted,

Anna S. Bridgers

LOCKSMITHS APPROVED FOR LICENSURE

Timothy D. Anderson
Jamie D. Bowen
Benjamin A. Christman
Ray D. Fisher
James B. Hair
James M. Howard
Christopher E. Maners
Edgar A. Mills
William J. Thomas, III
Edward T. Walters

APPLICANTS APPROVED FOR APPRENTICE LICENSE

Jamel W. Brandon
Edward P. Dellacroce
Patrick N. Miller