

IDAHO CERTIFIED SHORTHAND REPORTERS BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 9/5/2013

THIS IS A DRAFT DOCUMENT THAT HAS NOT BEEN APPROVED BY THE BOARD

BOARD MEMBERS PRESENT: Susan P. Israel - Chair
Byrl Cinnamon
Michael F. Peacock
Darren B Simpson
Susan G. Gambee

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Maurie Ellsworth, Legal Counsel
Carrie Gilstrap, Technical Records Specialist II

The meeting was called to order at 8:00 AM MDT by Susan P. Israel.

APPROVAL OF MINUTES

Mr. Cinnamon made a motion to approve the minutes of 1/9/2013. It was seconded by Ms. Gambee. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that this Board does not have any legislation for the 2014 session.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a cash balance of \$39,771.33 as of 8/31/2013.

2014 CONTRACT RENEWAL

Ms. Hall presented the 2014 contract renewal to the members of the Board. Mr. Peacock made a motion to approve the contract and authorize the Chair to sign on behalf of the Board. It was seconded by Ms. Gambee. Motion carried.

NEW BUSINESS

ATTENDANCE TO SEPTEMBER 21 STATE EXAM

Ms. Gambee, Ms. Israel, and Mr. Cinnamon confirmed they will attend the upcoming state examination at the Ada County Courthouse on 9/21/2013.

SET NEXT MEETING DATE

The Board scheduled its next meeting to be held at the Bureau office on Friday March 14, 2013 at 3:00 PM. The Board also discussed attendance at the scheduled state exam on Saturday, March 15, 2014.

ADJOURNMENT

Mr. Cinnamon made a motion to adjourn the meeting at 8:24 AM. It was seconded by Mr. Peacock. Motion carried.

Susan P. Israel, Chair

Byrl Cinnamon

Michael F. Peacock

Darren B Simpson

Susan G. Gambee

Tana Cory, Bureau Chief