

APSA
ARIZONA PROCESS SERVERS ASSOCIATION

Board Meeting Minutes
January 23, 2010
Called to Order at 9:15 AM

THOSE IN ATTENDANCE:

Board Members; Randy Smith, Patty Chlebanowski, John Carpenter, Jenna Jones, Luis Figueroa, Wayne Chlebanowski, Joe Basso & Ron Ezell.

PRESIDENT'S REPORT:

Larry was snowed in and unable to attend. Jenna did try to conference call him for the meeting, but was unable to reach him. Jenna, as vice president, chaired the meeting in his absence. Larry had previously sent over an Agenda. Patty added that Larry had confirmed, in a conversation, that the CPR Instructor is prepared and able to host one of the classes for the upcoming conference. It is a 6 hour class, but we need to do smaller classes of about 15 attendees. We could possibly have two CPR classes for the weekend. Larry listed, on his agenda, information about the Clerk of the Courts Meeting, but this will have to be tabled until the next meeting. Larry also wanted an email sent to the members about taking a poll whether they would attend a Friday evening class.

VICE PRESIDENT'S REPORT:

Jenna confirmed the date for this year's Annual Conference at the Fraternal Order of Police located at 12851 North 19th Avenue on September 24 thru the 26th. A contract for the food was signed at \$25.00 per person for lunch. We will have coffee, tea, water & donuts for Saturday and Sunday AM classes. We again are looking to get the feed back from members about a mixer to be held on Friday night. Jenna has not contacted a specific hotel, but is going to talk to two that are very close to the Conference site and see which hotel might give us the better rate to book several rooms. She did ask the FOP about setting up another table for the 50/50 raffle items, prizes and for business cards from the members. It was okay with them to do that and they had the room for it.

SECRETARY'S REPORT:

We reviewed the minutes of November 7, 2009. A Motion was made by Joe Basso to approve the minutes and seconded by Randy Smith, the motion passed. Wayne has explored the Dell website to investigate the prices and configuration of the new APSA laptop PC. Wayne & Patty discussed that they were unable to finalize the purchasing of the new laptop for the association. Wayne has had conversations with Randy who is going to help him in completing this task.

Wayne talked about the bulk email. He was able to get definitive answers from Cox and he will be following up with our first email announcing upcoming classes and the website posting of the upcoming newsletter, which is due in February.

Larry had wanted to talk about the charge card information previously sent out, but this will be tabled and the email resent to the board for a reminder and will be discussed at the next meeting.

TREASURER'S REPORT:

John Carpenter reported that he and Patty had gone to Bank of America and have corrected all the signature cards for all three accounts. John & Patty are currently the only signers on these accounts.

Wayne submitted a written report as of January 23, 2010, also submitted was a Profit & Loss Report for January 1 – 23, 2010. The reported balances were as follows; Money Market: \$27,765.31, Legislative Account: \$ 12,712.46 and Checking Account: \$33,554.25. The checking account balance also includes monies transferred for manuals sold through the website, via our Pay Pal account. A motion was made to approve the report by Ron Ezell and seconded by Jenna Jones. The motion was passed.

ADMINISTRATOR'S REPORT:

Wayne submitted a written report as of January 23, 2010. Over the next few weeks we will attempt to revise the "home page" data as previously discussed. The APSA phone message has not been changed. I will change the APSA phone message by next week.

Member certificates for A.C.P.S. (credentials) for members who have successfully completed the ACPS course and earned the ACPS designation have been mailed out.

Brief Recess

COMMITTEE REPORTS:

Membership Report:

There are 288 total members in our database. 19 Associate Members (9 renewed through 2010). 246 Arizona Members (118 renewed through 2010). 23 Extra City Listings (17 renewed through 2010). A mass mailing went out to all the members in the database that were not renewed through 2010 to advise them of their membership status and of the impending fee that would be imposed after January 31, 2010. The response was pretty good! We have increased the renewals dramatically and the mail keeps coming in! We have produced a 2010 membership certificate for all current members and have personalized and mailed them to the members paid through 2010.

Website Report:

The website is up and functioning. The interface for administration of the website has been repaired. Contacting the web masters over the holidays was difficult.

Grievance Report:

Joe Basso reported he had no complaints to be taken care of.

Newsletter Report:

Patty reported the next Newsletter is due out in February and will be posted on the website. An email notification will be sent to members informing them when the newsletter is available.

Continuing Education:

Patty brought the schedules of classes that were held at the 2006, 2007, 2008 and 2009 conferences, to review what classes can be scheduled for the 2010 Annual Conference. Likely classes are: Spanish (4 hour) class, ACPS (6 hour) class, ACPS Condensed Renewal (3 hour) class, a new CPR (6 hour) class, and a new course that was written by Thomas Martel, already approved, a Conflict Communications class which will be a 2 or 3 hour class. Larry wanted us to point out to members that if they are interested in becoming an Instructor for classes that they need to sit in and observe a class and not be a paying attendee. Then they could qualify to instruct that class.

Barry Goldman was going to present to us the Power Point presentation developed for the ACPS class, but he did not make it to the meeting. We will have to table this until the next meeting.

Legislative Report:

Jenna talked about contacting Mr. Montenegro about adding Process Servers to the HB2 for Assault & Trespass.

We discussed the recommendation, made by an ex-police officer, to the Supreme Court about changing the rules of service on Photo Radar Tickets.

OLD BUSINESS:

Luis reported on obtaining Vendors for the 2010 conference. He has not had any success in booking a Vendor as of yet. He wanted to know the charges to a Vendor for participating. At this time there are no charges unless the FOP would charge for a table and/or outlets. The vendor could also obtain advertisement in the Conference Booklet.

Patty brought up that Superior Court did in fact approve new licenses for the process servers. She showed us what the new ones look like. Randy Smith still wants to have a discussion with them. He wished they would have sought our opinion. The new licenses do look a little bit better, however it is not what we thought could have been done with them.

A discussion was held about the re-licensing procedure being different in each county. For example, in Maricopa County you must first take your Continuing Educational Hour Certificates to Supreme Court to be signed off on and then forward them to Superior Court with your renewal application package. The Sheriff is the only authorized entity to fingerprint you. In Pima County, you obtain your fingerprints first and then pay your fee with your renewal application package and turn in your CLE Certificates at the courthouse. In Yuma County, you take your renewal application package, CLE certificates and pay fees at the courthouse, there is no fingerprinting requirement. We need to find out why the procedures differ so greatly from county to county.

We briefly discussed the possibility of obtaining John Moody as a legislative “watch dog” to monitor/work for the 2010 year. It is a majority vote that we do not have the funds this year and we need to watch the legislative business within our organization. Ron Ezell & Jenna Jones mentioned they can monitor and keep us apprised of current news because they already do this in the course of their normal business.

NEW BUSINESS:

Tamara Nieto, from Flagstaff, wanted Randy to ask if anyone is having problems with sub-serving 14 years olds in the Northern Counties. She has had remarks from Judge Kober, who will only accept 16 years of age being served, and Judge Stanford, who wants 18 year olds to be served. Discussion pursued. The consensus was that because there is nothing in the RCP rules, that you need to practice your serving according to what your Judge is allowing in that specific county. It is really up to the attorney to fight their rulings and get a law on the books that we can all follow.

Our next scheduled Board Meeting will be on April 10, 2010 at 9:00 AM at Track Down's office located at 1142 West Indian School Road.

Meeting was adjourned at 12:15 PM.

Submitted by: Patty Chlebanowski, Secretary