

APSA  
ARIZONA PROCESS SERVERS ASSOCIATION

Board Meeting Minutes  
March 10, 2018 at Aquarius Casino at  
1900 South Casino Drive, Laughlin, NV 89029 at 4:01 PM

**THOSE IN ATTENDANCE:**

Board Members: Patty Chlebanowski, Larry Ratcliff, Barry Goldman, Sean Laman, Luis Figueroa and Don Howell and members present: Candy Ratcliff, Peter C. Montes, Tracy B. Arnold, Brent Haynes, Shanlynn Rabenda and Attorney Charley Laman.

**PRESIDENT'S REPORT:**

Larry Ratcliff thanked everyone for attending the meeting and asked how they were enjoying the class that Barry Goldman was teaching. He thanked the membership that stayed for the board meeting to see what the association does for them in the background.

Sean Laman mentioned we had a person listening in on the meeting though our new voice telecommute.

**VICE PRESIDENT'S REPORT:**

Kelli McFarland was unable to attend but sent in a written report. Patty Chlebanowski read it out to the board and members.

“My assignment was to “Find out why the Yavapai County Constable is serving Superior Court papers?”. This request was made by a member out of Cottonwood.

I personally spoke with the Verde Valley Constable, Jody Fanning, on February 16, 2018, at approximately 1100 hours at his office at 10 6<sup>th</sup> Street, Cottonwood, AZ, and asked him that very question. Constable Fanning answered, “Because I can”, and handed me A.R.S. Code 22-131, along with RCP 4 (copies were attached). No other information to report.

A discussion followed the reading of this report and we discussed the ARS Code 22-131 & Rule 4 rules amongst the board and membership.

Patty Chlebanowski also mentioned, she had forwarded the Serve Now Member Benefit Report to contact them and get more information about the email sent to the board.

**SECRETARY'S REPORT:**

Patty Chlebanowski asked if we reviewed the board minutes from January 13, 2018 that was previously emailed to the board and I did pass out a few copies to the membership that was present. Did you see any corrections that needed to be made. I had one correction in my language to be corrected from Kelli and that has been reflected in the current minutes. Sean had a correction to be made on Page 3 in the continuing education section, I had typed \$250.00 for a members table, correct fee is \$200.00 for a table. Correction will be made. A motion was made by Barry Goldman to approve the Secretary's minutes, seconded by Sean Laman. All in favor was asked and motion

passed. Patty reported that she has kept up with the duties of the mail which was last checked on Thursday, March 8, 2018 phone checked up to March 6, 2018. Sean Laman asked Patty to make sure in the future all current board meeting dates are posted. Patty did mention they were in each newsletter and when the mass emails go out with the registration dates and times of each of the training classes, the membership gets notified then also. Patty will correct the website as soon as possible.

#### **TREASURER'S REPORT:**

Luis Figueroa passed out written reports: Profit & Loss January through December 2016 and also Profit & Loss January through December 2017. The checking account currently has \$13,077.53, the Savings account has \$5,000.52 and the Legislative Account has \$15,726.31 and Pay Pal has \$1,006.82 and will be transferring to the checking shortly. All accounting is up to date. A motion was made to approve the Treasurers report by: Barry Goldman and seconded by Don Howell. Motion passed.

#### **COMMITTEE REPORTS:**

**Membership Report:** Patty Chlebanowski reported everything is currently up to date on our website. We currently have about 70 paid members. Which is down a little from last year. Barry Goldman asked if I could get him a list of members that did not renew, so they could reach out to members that had not renewed.

#### **Website Report:**

Patty Chlebanowski reported that the website information will be completed after this meeting. Sean Laman brought it to my attention that I need to make sure the board meeting dates get posted. I will complete this task.

#### **Grievance Report:**

John Carpenter was not present, but did not report there have not been any complaints to any of the board members..

#### **Newsletter Report:**

Barry Goldman reported that all of the board did not get their biographies to him. He is still waiting on Kelli McFarland's biography. A motion was made to continue through the 2018 calendar year to have Barry Goldman publish each newsletter at \$500.00 by Patty Chlebanowski and seconded by Luis Figueroa. Motion passed. Sean Laman wanted us to include the Constables in our mailing. He still has open conversations with them and would like to continue to keep this. We shared several stories of the difficulties we have had in the past with the Constables serving Superior Court papers when they are only authorized to serve Justice Court papers.

#### **Continuing Education:**

Patty Chlebanowski reported that the NAPPS Conference is our next CLE hours in April in San Diego and on June 3<sup>rd</sup> in Flagstaff, AZ. Patty also reported Aubrey Keck had given Sean Laman a list of classes he is currently attempting to get approved under his name for teaching the membership. He has had some medical problems and has not been available to attend any of the meetings recently.

Sean Laman & Patty Chlebanowski reported that they both attended a Annual Conference meeting with the AALPI and we discussed the vendors that have been contacted so far and the classes that we have scheduled so far and shared some additional thoughts. Sean Laman reported he has one confirmed Vendor: Pure Platinum Automation, LLC, so far. He needs a pay pal Invoice and Luis will create one and send it to him. Patty reached out to Kelli McFarland to contact Dr. Jeffery Hynes to see if he was available to come be a speaker for our Conference again.

Patty Chlebanowski mentioned about having a Casino night. Both AALPI and APSA agreed to have me contact the Casino and see if we could get a shuttle for Saturday evening. It would give the option of members to go to other restaurants and also have a fun evening without having to drive to the casino.

### **Legislative Report:**

Barry Goldman reported that Senator Cavanagh that brought the SB1012, that Col. John Tavernaro worked with him diligently on, did not make it past committee and died. It never made it to the floor.

### **OLD BUSINESS:**

Don Howell reported about the T Shirts & Polo Shirts. He had found a place that would charge \$35.00 for the set up of the Embroidery, \$15.00 per shirt & \$22.00 & up for the Polo Shirts. He also showed us the light weight jackets. He also needs a current logo.

### **NEW BUSINESS:**

Sean Laman had Kenyatta Turner from Legal Shield on the phone conference line. Kenyatta explained about the offer of membership to our members. We would need to sign up as an Association and the Association would then be able to get 4% of the annual premiums of any new members signing up. We would need to start this group with 5 members signing up in the program. This is called a Finders Fee agreement which is a group authorization format. We would need to start by providing our Bank account, W9. We could put it on our website that we provide Legal Shield, we could add it to our newsletters.

We asked Kenyatta several questions, what the current costs for a membership and what a discounted rate would be. We also told her we have had several Legal Shield vendors in the past and our participation with members joining was not large. We think because we work with attorneys as our clients every day. We thanked her for calling and apologized for having her on the phone the whole time, we would have started with her first. We are going to table the discussion for right now.

Sean Laman introduced Charley Laman, an attorney that is offering legal representation to the board of directors for the Association and its members at a discounted rate. Charley spoke about his relationship with the other process servers association, how he attended all board meetings, he had helped several process servers with problems that arose while serving papers. He attended hearings with them on their behalf. He can offer his services to the membership at a discounted rate saving our members 25%. He could talk to and answer question via phone but if need to be hired it would be at the reduced rate. He gave

us all the new Family Law Rules: Rule 41 and 42, that are not changing anything pertaining to process serving, it just clarifies the current law. Charley left the room after several questions so we could take a vote.

A motion was made to have Charley Laman our legal advisor by Barry Goldman and was seconded by Patty Chlebanowski. Sean Laman abstained because of his relationship to Charley Laman. Motion passed.

Meeting was adjourned at 5:56 PM.

Submitted by: Patty Chlebanowski, Secretary