

APSA
ARIZONA PROCESS SERVERS ASSOCIATION

Board Meeting Minutes
January 21, 2012
Called to Order at 9:20 AM

THOSE IN ATTENDANCE:

Board Members: Larry Ratcliff, Patty Chlebanowski, Tom La Vance, Ron Ezell, Wayne Chlebanowski, Luis Figueroa and Jenna Jones.

Board Members not present: Efrain Sotelo.

Members present: Tracy Candelaria, Candy Ratcliff, Barry Goldman, Scott Decker & John Osborne.

PRESIDENT'S REPORT:

Larry Ratcliff welcomed the board members and the members that attend the meeting. Larry talked about the meeting with the Clerk of the Court, Donna Young from Coconino County introduced him, Patty, also attended the meeting with him. At this time we are not scheduled to attend the meeting in March 2012. We did however talk to the Sheriffs Association who were also attending a board meeting at this same hotel. Casey Clark is their new president and invited us to attend their next meeting. Scott Decker introduced himself and reported about the ALPI meeting which he attended and APSA supported and passed out a plaque to Dale the injured process server from Yavapai County. ALPI would like to keep the communication open for our future conferences and theirs. Dana Young is their new president. We were told from ALPI that Bill Copeland has strained the process serving relationship with ALPI. Ron Ezell also attended ALPI & confirmed that Dana wants to join up in the Continuing Education classes so we can work together. Scott mentioned their conference is in December and we would let them know our schedule as it becomes available. Scott also mentioned they do a staggering Election of Board Member, where not all positions are voted on at the same time. This allows new people to be mentored by seasoned board members

Larry was asked to be on the Department of Public Safety advisory board & the Supreme Court Licensing Board.

VICE PRESIDENT'S REPORT:

Jenna reported she had attended the ALPI Conference to give the plaque to Dale since, Larry was unavailable. Barry Goldman took the lead in the revising and presenting the rule changes to the Supreme Court. The discussion and notes to follow under New Business. Jenna introduced Joe Abate who was present to give us a once over about this legislative session. His report follows under committees.

SECRETARY'S REPORT:

Minutes of October 22, 2011 were presented to the board and reviewed. Motion to approve the minutes from Larry Ratcliff & seconded by Jenna Jones. Motion Approved.

TREASURER'S REPORT:

Wayne Chlebanowski submitted a written report as of January 21, 2012, also submitted was a Profit & Loss Report for October 1, 2011 through January 20, 2012. The reported balances were as follows; Money Market: \$19,808.75, Legislative Account: \$ 35,600.14 and Checking Account: \$13,996.81. A motion was made to approve the report by Tom LaVance and seconded by Ron Ezell. The motion was passed, report approved.

ADMINISTRATOR'S REPORT:

Wayne Chlebanowski submitted a written report as of January 21, 2012.

Brief Recess**COMMITTEE REPORTS:****Membership Report:**

Wayne Chlebanowski submitted a written report. There are 114 total members in our database paid through 2012. 5 Associate Members, 109 Arizona Members, (8 members have additional extra city listings).

Website Report:

No significant changes since the last board meeting. We have started to get bids on purchasing a new website. Larry talked to Serve Now and Wayne has contacted TriStar for their developer to give us a bid. Barry mentioned about checking out word press to make our own website. Wayne informed him that he did not have the experience to do the creating of the website. As it stands now, we only update the data. The web itself is handled by Database Services in Florida. They make all deletions and or changes at our request.

Grievance Report:

Joe Basso was not present but Wayne nor Patty knew of any complaints to be handled.

Newsletter Report:

Patty Chlebanowski asked the board for some articles/paragraphs to be published in the newsletter. The next newsletter to be printed will be in January. The next newsletter will be published in March. Patty assigned newsletter articles to each of the board members and asked Scott to write about the ALPI conference and John to write about his first experience of attending his first board meeting. We will include these articles in the next issue.

Continuing Education:

Patty Chlebanowski announced our next class is scheduled in Phoenix on February 25, 2012 for all 10 hours. ACPS Class for 6 & Finding People & Assets for 4 hours to be taught by Tom LaVance. Then we will be scheduling one in the later part of March in Bullhead City for 10 hours. Barry Goldman mentioned he would be interested in teaching those classes.

Tracy Candelaria gave us a report of the hotels she has been checking out for this year's conference. She had contacted Laughlin the Harrah's & Aquarius, their prices were about \$55 - 75. per person plus they would charge us \$400.00 for the meeting room a day. She also talked to La Quinta at 101 & Shea, their prices were \$68. - 80. per person & \$150.00 for the meeting room. She also contacted Crowne Plaza at Peoria & I17 were they would charge us \$200.00 for meeting room but their food & beverage prices were much more reasonable. It was decided Tom & her would check it out after the meeting and make the confirmation & reservations. We want 2 - 4 rooms for Saturday, 2 rooms on Sunday, a Non Host Happy Hour on Friday night, Saturday a Continental Breakfast & Saturday Lunch. Sunday a Continental Breakfast. Try to get the 9-22-23 dates first and then second 9-28-30 as our second dates. She has already confirmed several Vendors, Tracers, Aflac, TriStar, the Credit Card company that Candy found & ALPI. Tracy mentioned that Tracers also wanted to know about advertising in the Newsletter. Patty will get that information to her.

Legislative Report:

Joe thanked Jenna for the introduction and then introduced himself to the board and members present. He told us about his background, he is from New Jersey, graduated Princeton & NYU and has been in Arizona a year after that. He passed out Committee Members names and phone numbers to us all. We need to work as a team he said. Write letters to the committee members as things come up. When a letter is written to a committee member always include the Bill #. Rich Crandall from Mesa introduced the bill, the same bill passed the house a few years ago. He suggested we go for the Trespass issue under Title13. We have more of a chance to pass it under that. The other process servers organization's bill that was introduced is top heavy, he did not feel it would go anywhere. He suggested a letter be sent to the membership to ask if they personally know any legislator that we could get aboard on this bill of adding Process Servers to the aggravated Assault bill. He also suggested we start contacting Constables, Police Department and obtain their backing as well. He mentioned there was a meeting coming up next Wednesday and he wanted someone from the board to attend to talk. There would also be grass roots meeting that need to be attended by several board members also. He mentioned that Nancy Sweatnam is changing some process serving licensing rules also.

OLD BUSINESS:

Barry Goldman talked about, John Osborne, him and Ron Ezell meeting with Nancy Swetnam with a conversation about obtaining the new process servers cards. She mentioned there would not be a Supreme Court seal, and that it will probably not be centrally distributed. Each court will be making their own cards with the new machines. The smaller counties can obtain their new cards from a neighboring county court. We did

offer to purchase a couple machines but she said the counties could not do that. There will be some changes in the Judicial Rules pertaining to process servers. She would like to see some consistency within the counties. They seem to operate differently when it comes to the renewals. They will be removing the Provisional Card and only once approved with the background check you would be getting your process servers license. She would like to remove the 1 year residency. She would like to change the age to 18. There will be charges for updating your process servers card to the new card when they become available.

Candy has now made contact with the credit card company that we can now offer our members. We hope to have him at the conference for signing up members. It is a \$200.00 Set up fee, \$50.00 annually and the percentage is 2.19 to 3.34 depending on card, \$10.00 Virtual terminal and \$5.00 a month statement fee.

NEW BUSINESS:

None at this time.

Motion made by Tom LaVance to adjourn & seconded by Patty Chlebanowski.

Meeting was adjourned at 12:55 PM.

Submitted by: Patty Chlebanowski, Secretary