

**Arizona Supreme Court**  
**Board of Legal Document Preparers**  
Arizona State Courts Building  
1501 West Washington, Phoenix, AZ 85007  
Conference Room 230  
October 22, 2007  
10:00 a.m. – 2:00 p.m.

Approved Regular Session Minutes

**MEMBER ATTENDANCE**

***Present:***

Judge Roland J. Steinle  
Cynthia Felton  
Kristina Fredericksen  
Paul Friedman  
Les Krambeal  
Andrew Saper  
Stephanie Gates Wolf

***Telephonically Present:***

Debra Griffin

***Absent:***

Carol Wells  
Virlynn Tinnell  
Pat Taylor-Yarger

**OTHER ATTENDEES**

***AOC Staff:***

Linda Grau  
Nina Preston  
Kimberly Siddall  
Rhonda Simmons  
Nancy Swetnam  
David Geriminsky

***Guests:***

Raul C. Manzanares  
William Hester  
David Nyborg  
Richard Slatin

## CALL TO ORDER

<b><i>Called to Order By:</i></b>	Judge Roland J. Steinle
<b><i>Time:</i></b>	10:07 A.M.

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### 1) REVIEW AND APPROVAL OF MEETING MINUTES

#### ***1-A: Regular Session Minutes for the meeting of September 17, 2007***

##### ***Individuals Addressing the Board:***

***Discussion:*** Board discussed the Regular Session Minutes for the meeting of September 17, 2007

***Motion:*** Moved to approve the Regular Session Minutes for the meeting of September 17, 2007

***Motion Proposals:*** First Paul Friedman  
Second Les Krambeal

***Motion Results:*** Pass LDP-07-204

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### 2) REVIEW OF PENDING COMPLAINTS

#### ***2-A: Report and possible action regarding complaints dismissed by Division Director, pursuant to Arizona Code of Judicial Administration § 7-201 (D)(4)(a) and (H)(2)(b):***

***Complaint Number NC07-L054***  
***Complaint Number 07-L055***

***Individuals Addressing the Board:*** Nancy Swetnam

***Discussion:*** The Board discussed complaints dismissed by Division Director, pursuant to Arizona Code of Judicial Administration § 7-201 (D)(4)(a) and (H)(2)(b):

Complaint Number NC07-L054  
Complaint Number 07-L055

***Motion:*** Moved to affirm the dismissal of Complaint Number NC07-L054

**Motion Proposals:** First Stephanie Gates-Wolf  
Second Cynthia Felton

**Motion Results:** Pass LDP-07-205

**Motion:** Moved to dismiss Complaint Number 07-L055

**Motion Proposals:** First Cynthia Felton  
Second Les Krambeal

**Motion Results:** Pass LDP-07-206

**2-B:** *Report of complaints dismissed by Division Director, pursuant to Arizona Code of Judicial Administration § 7-201 (D)(4)(a) and (H)(2)(b):*

*Complaint Number NC07-L026  
Complaint Number NC07-L064*

**Individuals Addressing the Board:** Nancy Swetnam

**Discussion:** The Board was informed the timeline for the complainant to request Board review of the Division Director dismissals has not yet passed and these complaints will be forwarded to the Board for review and action at the next Board Meeting.

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### 3) CERTIFICATION AND ELIGIBILITY

**3-A:** *Interview with and possible action regarding business applicant Naturalization & Immigration Fotos (Saydee Ramos).*

**Individuals Addressing the Board:** Kimberly Siddall

**Discussion:** The Board was informed applicant Naturalization & Immigration Fotos designated principal has requested withdrawal of the business application.

**Motion:** Moved to accept the withdrawal of application for business entity certification for Naturalization & Immigration Fotos.

**Motion Proposals:** First Les Krambeal  
Second Cynthia Felton

**Motion Results:** Pass LDP-07-207

**Recused:** Andrew Saper

***3-B: Interview with and possible action regarding applicant William Hester.***

**Individuals Addressing the Board:** Kimberly Siddall, William Hester

**Discussion:** The Board interviewed William Hester and discussed his pending application for certification.

**Motion:** Moved to grant certification to William Hester.

**Motion Proposals:** First Judge Roland J. Steinle  
Second Cynthia Felton

**Motion Results:** Pass LDP-07-208

***3-C: Interview with and possible action regarding applicant Raul C. Manzanares.***

**Individuals Addressing the Board:** Kimberly Siddall, Raul C. Manzanares

**Discussion:** The Board interviewed Raul C. Manzanares and discussed his pending application for certification.

**Motion:** Moved to grant Certification with a Consent Agreement which includes an additional 5 hours of continuing education credit in the area of Bankruptcy document preparation.

**Motion Proposals:** First Paul Friedman  
Second Stephanie Gates Wolf

**Motion Results:** Pass LDP-07-209

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**4) REVIEW OF CERTIFICATION APPLICATIONS**

***4-A: Review, discussion, and possible action regarding pending applications for 2007-2009 initial Standard certification.***

**Individuals Addressing the Board:** Kimberly Siddall

**Discussion:** The Board discussed the certification applications for the individuals listed below.

**Motion:** Moved to grant certification for the following Applicants:

Carmen Burnett  
Jerri Gustafson  
Guadalupe Lavallade-Sitorius  
Jennifer Skidmore  
Brandee Berry  
Tara Lynn  
Erlinda Yount  
Alliance Estate Planning, Inc.  
Prism Financial Concepts, P.C.  
AA American Contractors License School, LLC  
All American Legal Inc.  
Lighthouse Legal Services, LLC  
MyPLLC.com, LLC  
Your Entity Solutions, LLC  
Secure Estate Services, LLC

**Motion Proposals:** First Paul Friedman  
Second Les Krambeal

**Motion Results:** Pass LDP-07-210

**Motion:** Moved to defer consideration of the applicants:

Rosalie Lines  
Saguaro Lien Service, LLC  
Estate Preservation Services, LLC  
Gold Canyon Wills & Trusts, LLC  
Caretaker, Inc.

**Motion Proposals:** First Judge Roland J. Steinle  
Second Kristina Fredericksen

**Motion Results:** Pass LDP-07-211

**Motion:** Moved to deny the certification of Deborah M. Zea.

**Motion Proposals:** First Judge Roland J. Steinle  
Second Paul Friedman

**Motion Results:** Pass LDP-07-212

**Motion:** Moved to grant certification to Legal Ace, LLC (David Enevoldsen)

**Motion Proposals:** First Judge Roland J. Steinle

Second Les Krambeal

**Motion Results:** Pass LDP-07-213

**Motion:** Moved to grant certification to Deborah Blunt with a consent agreement, which includes requiring Ms. Blunt to pay delinquent certification fees in the amount of \$550.00 and require Ms. Blunt to complete 15 hours of delinquent continuing education by January 31, 2008.

The Board further moves to authorize Judge Roland J. Steinle to sign the Consent Agreement on behalf of the full Board.

**Motion Proposals:** First Paul Friedman  
Second Les Krambeal

**Motion Results:** Pass LDP-07-214

**Motion:** Moved to grant certification to Susan Harris with a consent agreement, which includes requiring Ms. Harris to pay delinquent certification fees in the amount of \$600.00 and require Ms. Harris to complete 10 hours of delinquent continuing education by November 30, 2007.

The Board further moves to authorize Judge Roland J. Steinle to sign the Consent Agreement on behalf of the full Board.

**Motion Proposals:** First Judge Roland J. Steinle  
Second Cynthia Felton

**Motion Results:** Pass LDP-07-215

**Motion:** Moved to amend the Board's previous motion by requiring Judy Alspaugh to pay \$600.00 for the certification fee she would have paid for the 2005-2006 and the 2006-2007 certification period and require her to complete 5 hours of continuing education for the 2005-2006 partial certification period and 10 hours for the 2006-2007 certification period by February 28, 2008.

**Motion Proposals:** First Judge Roland J. Steinle  
Second Paul Friedman

**Motion Results:** Pass LDP-07-216

**Motion:** Moved to grant certification to Gary Moser.

**Motion Proposals:** First Judge Roland J. Steinle

Second Les Krambeal

**Motion Results:** Pass LDP-07-217

**4-B:** *Review, discussion, and possible action regarding pending applications for Business Entity Exemption requests.*

**Individuals Addressing the Board:** Kimberly Siddall

**Discussion:** The Board discussed pending applications for Business Entity Exemption.

**Motion:** Moved to grant Business Entity Exemptions for the 2007-2009 certification period to the following Business Entities:

Alliance Estate Planning, Inc.  
All American Legal, Inc.  
Lighthouse Legal Services, LLC

**Motion Proposals:** First Judge Roland J. Steinle  
Second Paul Friedman

**Motion Results:** Pass LDP-07-218

**Motion:** Moved to defer consideration of the pending application for Business Entity Exemption for Caretaker, Inc.

**Motion Proposals:** First Paul Friedman  
Second Andrew Saper

**Motion Results:** Pass LDP-07-219

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## 5) ADMINISTRATIVE ISSUES

**5-A:** *Review, discussion and possible action regarding the scheduling of the 2008 Board meeting calendar.*

**Individuals Addressing the Board:** Rhonda Simmons

**Discussion:** The Board discussed the proposed 2008 Board meeting calendar.

**Motion:** Moved to approve the proposed Board meeting calendar for 2008.

**Motion Proposals:** First Judge Roland J. Steinle  
Second Paul Friedman

***Motion Results:***      Pass                      LDP-07-220

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## **CALL TO THE PUBLIC**

***Individuals Addressing the Board:***   None

***Discussion:***      None

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## **ADJOURNMENT**

***Motion:***              Adjourn the meeting.

***Motion Proposals:***   First                      Cynthia Felton  
                                    Second                      Les Krambeal

***Motion Results:***      Pass                      LDP-07-221

***Time:*** 10:38 a.m.

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