

# **Supreme Court Board of Legal Document Preparers**

Arizona State Courts Building  
1501 West Washington, Phoenix, AZ 85007  
Conference Room 230  
12:15 p.m. - 2:15 p.m.

**December 16, 2004**  
**Approved Meeting Minutes**

## **Members Present By Phone:**

Judge Roland J. Steinle  
J. Ward Sturm  
Margaret J. Kleinman  
Susan Vasquez  
Mary Carlton  
Carol L. Wells  
Donald F. Steward

## **AOC Staff Present:**

Linda Grau  
Nina Preston

## **Members Present:**

Nancy Swetnam  
Vellia M. Pina

## **Members Absent:**

Dr. Roger E. Hartley  
Virlynn Tinnell

## **Call to Order**

The meeting was called to order by Judge Roland J. Steinle at 12:15 p.m.

## **Report Regarding Pending Complaints**

*Review of AZCLDP complaint number 04-L016*

## **Executive Session #1**

A **motion** was made by Nancy Swetnam and seconded by Judge Roland J. Steinle to go into Executive Session to discuss records exempt by law or rule from public inspection or for advice of counsel. Motion passed. **LDP-04-353**

**Executive Session #1 ended.**

### **Review of Complaint #04-L016**

A **motion** was made by Judge Roland J. Steinle and seconded by Susan Vasquez the Board find probable cause exists that Lory Toon, certificate #80436 committed violations of Arizona Code of Judicial Administration ' 7-208, and formal charges be filed regarding the allegations pursuant to Arizona Code of Judicial Administration ' 7-208. Motion passed. Donald F. Steward and Nancy Swetnam recused. **LDP-04-354**

A **motion** was made by Judge Roland J. Steinle and seconded by J. Ward Sturm to deny Lory Toon's request to voluntary surrender her AZCLDP certificate. Motion passed. Donald F. Steward and Nancy Swetnam recused. **LDP-04-355**

### **Call to the Public**

There was no response to the Call to the Public.

### **Adjourn**

A **motion** was made by Nancy Swetnam and seconded by Judge Roland J. Steinle to adjourn. Motion passed. **LDP-04-356**

The meeting of the Board of Legal Document Preparers adjourned at 12:47 p.m.