

# **BOARD OF LEGAL DOCUMENT PREPARERS**

**Meeting Agenda - Monday, November 24, 2008**

Arizona Supreme Court -1501 West Washington Street

Phoenix, Arizona 85007 – 10 00 a.m - 2.00 p.m in Conference Room 109

General Inquiries Call (602) 452-3378 (Certification and Licensing Division Line)

Members of the Public May Attend Meeting in Person

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**For any item listed on the agenda, the Board may vote to go into Executive Session for advice of counsel and/or to discuss records and information exempt by law or rule from public inspection, pursuant to the Arizona Code of Judicial Administration § 1-202 (C)(5)(b) and (c).**

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**CALL TO ORDER . . . . . Les Krambeal, Chair**

**1) REVIEW AND APPROVAL OF MEETING MINUTES . . . . . Les Krambeal, Chair**

*1-A Review and approval of the regular session minutes for the meeting of October 20, 2008*

**2) REVIEW OF PENDING COMPLAINTS . . . . . Division Staff**

*2-A Review, discussion, and possible action regarding the following certificate holder complaint number 04-L022 involving certificate holder Alicia Celis*

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

*Complaint Number NC04-L194*

*Complaint Number 05-L075*

*Complaint Number NC08-L054*

*2-C Review, discussion, and possible action regarding the "Request for Payment Plan" received from suspended certificate holders Julie Haigh and Majestic Paralegal Center*

*2-D Review, discussion, and possible action regarding Superior Court in Maricopa County Special Action case number LC2008-00494-001 involving certificate holders Russell Ehlinger and Mtn Holiday, Inc*

**3) REVIEW OF CERTIFICATION APPLICATIONS . . . . . Division Staff**

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

*Louise Kiosk*

*Keith Reed  
Amy Villarreal-Orantez  
Vivian Gallagher  
Fresh Start Women's Foundation (Edna Gomez-Green)  
East Valley Estate Planning, LLC (Catharine Longman)  
George Mortensen  
Michele Gilley  
Dubravka Sinno  
Mark Larkin  
Patricia Flores  
Jeanne Malys  
Joy Hoeffler  
Joyce's Services Corporation (Edith Funk)*

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

*Joyce's Services Corporation (Edith Funk)  
East Valley Estate Planning, LLC (Catharine Longman)*

**4) ADMINISTRATIVE ISSUES** . . . ***Division Staff***

*4-A      Review, discussion, and possible action regarding the 2009 Board of Legal  
Document Preparers meeting schedule*

*4-B      Introduction of new Board members*

*4-C      Review, discussion, and possible action regarding the nomination and election of  
the 2009 Vice Chair*

**CALL TO THE PUBLIC..... *Les Krambeal, Chair***

**ADJOURN..... *Les Krambeal, Chair***