

**BOARD OF LEGAL DOCUMENT PREPARERS**

**Meeting Agenda § Monday July 26, 2004**

Arizona Supreme Court § 1501 West Washington Street

Phoenix, Arizona 85007 § 10:00 a.m. - 2:00 p.m. § Conference Room 230

General Inquiries Call: (602) 364-2378 (Division Line)

Members of the Public May Attend Meeting in Person

**AMENDED**

**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, Code Section '1-202(C)(5)(b)and (c).**

**CALL TO ORDER** ..... *Nancy Swetnam, Acting Chair*

**REVIEW AND APPROVAL OF MEETING MINUTES**..... *Nancy Swetnam, Acting Chair*

< *Regular and Executive Session Minutes from June 28, 2004.*

**ADMINISTRATIVE ISSUES** ..... *Linda Grau*

< *Review and Discussion of 2003 Legal Document Preparer Program activity.*

< *Discussion regarding Petition for Cease and Desist Order against Jean Berry, Richard Berry, Why Pay A Lawyer?, At Your Fingertips Legal Services, and DIY Legal Forms.*

< *Update and discussion regarding the status of the pending Petition for Cease and Desist Order related to non-certificate holder Lisa Elwess, (aka Lisa Crocker).*

< *Discussion regarding solicitations to AZCLDPs occurring through the posting of AZCLDP contact information in the Directory of Certified Legal Document Preparers posted on the Program web site.*

**CERTIFICATION AND ELIGIBILITY** ..... *Linda Grau*

< *Report and recommendations regarding Continuing Education course credit approval.*

< *Review and discussion of Hearing Officer report and recommendation regarding the denial of certification to Paul Demos.*

- < *Follow-up report regarding status of Board's requests for business entity applications.*
- < *Review and discussion regarding examination testing sites.*
- < *Follow-up review and discussion regarding SafeSplit, LLC.*

**REPORT REGARDING PENDING COMPLAINTS..... *Linda Grau***

- < *Discussion regarding AZCLDP Cassandra Bruce's request for consideration of Consent Agreement relative to complaint number 04-L015.*
- < *Discussion regarding Consent Agreement involving AZCLDP Robert Hall and complaint number L04-017.*
- < *Review and discussion regarding recommended modification of finding of probable cause entered on January 26, 2004 regarding AZCLDP Margaret Moreno and complaint number 03-L030.*
- < *Review of AZCLDP complaint number 04-016.*
- < *Review and discussion regarding formal charges pending involving Allan Sobol and Quick and Legal Paralegal Service related to complaint numbers 03-L003, 4-009, 04-L024.*

**REVIEW OF INITIAL APPLICATIONS ..... *Linda Grau***

**REVIEW OF APPLICATIONS FOR 2004 RENEWAL.....*Linda Grau***

**CALL TO THE PUBLIC ..... *Nancy Swetnam, Acting Chair***

**ADJOURN ..... *Nancy Swetnam, Acting Chair***

**PENDING APPLICATIONS FOR INITIAL CERTIFICATION:** *The following applications for Individual and Business Entity Initial Certification have been submitted and are requesting review for certification effective July 1, 2004.*

Anderson, Scott  
 Cautela Corporation (Marley Beard)  
 Colon-Meteo, Debrorah

Enstrom, Patricia  
Forman, Lynn  
Freeman, Benjamin  
French, Richard  
Granite Gavel, LLC (Glen Hadley)  
Guardian Financial Planning Services (Daniel Taylor)  
Guzman, Rosa  
Heckinger, Robert  
Hidalgo, Cecilia  
Huber, Randi  
King, Penny  
Leyva, Juan  
Markel Enterprises, Inc. (Marty Grant)  
Martinez, Nancy  
Metro Association Management, Inc. (Linda Kellogg)  
Milburn, Pamela  
Mondou, Darla  
Moore, Pamela  
Newton, Chris  
Out-Of-Court Solutions, Inc. (Oliver Ross)  
Regan-Dominguez, JoAnn  
Financial Security Group of Arizona, Inc. (JoAnn Regan-Domingez)  
RLH Group (Robert Hall)  
Rust & Associates, Inc. (Jan Rust)  
Salmon, Phillip  
Salmon & Associates Business Consulting, LLC (Phillip Salmon)  
Saunders, James  
Taylor, Inc. (Todd Cederstrom)  
Valdivia, Sixto  
Valleywide Legal Documents, LLC (Karen Cooley)  
Volk, Kenneth  
Your Living Trust (Evelyn Baumgardner)  
Zimmerman, Marilyn

**PENDING APPLICATIONS FOR RENEWAL OF CERTIFICATION:** *The following applications for Individual and Business Entity Initial Certification have been submitted and were previously deferred renewal by the Board on June 26, 2004.*

Javier Flores

David Goulet  
DOC-U-PREP (David Goulet)  
Silviano Tanori  
S. Nancy Wilson

**APPLICATIONS FOR RENEWAL OF CERTIFICATION:** *The following applications for Individual and Business Entity Initial Certification have been submitted since the Board meeting held on June 28, 2004.*

Arballo, Diana  
Arizona Wills & Trusts, LLC (Evelyn Baumgardner)  
Baumgradner, Evelyn  
Brice-Nash, Ana  
Cadden Community Management, Inc. (F. Michael Cadden)  
Cisneros, Manuel  
Fletcher, Jeanne  
Moltz, Brian  
Renaissance Community Partners, LLC (Kevin Bishop)  
Strategic Tax Planning, LLC (Lynn Forman)

**BUSINESS ENTITY EXEMPTION REQUESTS:** *The following business entities have requested Business Entity Exemption for the 2004 certification period:*

Cadden Community Management, Inc. (Michael Cadden)  
Cautela Corporation (Marley Beard)  
Metro Association Management, Inc. (Linda Kellogg)  
Out-Of-Court Solutions, Inc. (Oliver Ross)  
Renaissance Community Partners, LLC (Kevin Bishop)  
Rust & Associates, LLC (Jan Rust)  
Salmon & Associates Business Consulting, LLC (Phillip Salmon)  
Taylor, Inc. (Todd Cederstrom)

**HEARINGS REGARDING DENIALS OF RENEWAL:**

1:00 p.m. – Richard Lewis  
1:15 p.m. – The Householder Group, LLC