

Supreme Court Board of Legal Document Preparers

Arizona State Courts Building
1501 West Washington, Phoenix, AZ 85007
Conference Room 230
10:00 a.m. – 2:00 p.m.

May 23rd, 2005

Approved Regular Session Meeting Minutes

Members Present:

Judge Roland J. Steinle
Carol L. Wells
Nancy Swetnam
Mary Carlton (late)
Vellia M. Piña
Dr. Roger Hartley
J. Ward Sturm
Virlynn Tinnell
Donald F. Steward

AOC Staff Present:

Linda Grau

Members Present Telephonically:

Margaret Kleinman
Susan C. Vasquez

Call to Order

Judge Steinle called the meeting to order at 10:00 a.m.

Board Member Proxy

Mary has submitted a proxy for this meeting, appointing Nancy Swetnam as her proxy.

Review and Approval of Meeting Minutes

Regular and Executive Session Minutes from February 28, 2005

Discussion was held regarding the Regular and Executive Session Minutes from February 28, 2005. Donald Steward requested grammatical and clerical changes be made to the minutes.

A **motion** was made by Donald Steward and seconded by J. Ward Sturm to adopt the Regular and Executive Session Minutes from February 28, 2005, as amended. Motion passed. **LDP-05-123**

Regular and Executive Session Minutes from March 21, 2005

Discussion was held regarding the Regular and Executive Session Minutes from March 21, 2005. Nancy Swetnam requested grammatical and clerical changes be made to the minutes.

A **motion** was made by Nancy Swetnam and seconded by Donald Steward to adopt the Regular and Executive Session Minutes from March 21, 2005, as amended. Motion passed. **LDP-05-124**

Regular and Executive Session Minutes from March 30, 2005

Discussion was held regarding the Regular and Executive Session Minutes from March 30, 2005. Nancy Swetnam requested grammatical and clerical changes be made to the minutes.

A **motion** was made by Nancy Swetnam and seconded by J. Ward Sturm to adopt the Regular and Executive Session Minutes from March 30, 2005, as amended. Motion passed. **LDP-05-125**

Regular and Executive Session Minutes from April 18, 2005

Discussion was held regarding the Regular and Executive Session Minutes from April 18, 2005. Donald Steward and Nancy Swetnam requested grammatical and clerical changes be made to the minutes.

A **motion** was made by Nancy Swetnam and seconded by Donald Steward to adopt the Regular and Executive Session Minutes from April 18, 2005, as amended. Motion passed. **LDP-05-126**

Administrative Issues

2005 Electronic Renewal Application Process

Linda Grau updated the Board regarding the electronic 2005 renewal application process. The program received 399 applications, 68% of those were received electronically. The level of efficiency on processing renewal applications has increased dramatically. There have been no technical issues with the use of the software tool. Feedback from certificate holders regarding the electronic renewal option has been overwhelmingly positive.

Nomination and Selection of the Vice Chair of the Board of Legal Document Preparers pursuant to the Policies and Procedures for Board Members (E)(2).

The Board Members Policies and Procedures approved by the Board effective May 1, 2005, requires election of a Vice Chair for the Board.

J. Ward Sturm nominated Nancy Swetnam for Vice Chairman of the Board of Legal Document Preparers. Dr. Roger Hartley seconded the nomination.

Donald Steward nominated Carol Wells for Vice Chairman of the Board of Legal Document Preparers. Nancy Swetnam seconded the nomination.

The Board discussed staggering the term of the Vice Chair so the Chair and the Vice Chair do not rotate simultaneously. Dr. Roger Hartley suggested the Vice Chair term be an annual position.

Donald Steward made a **motion** that the Vice Chair term be a one year term, reelected every May with the nomination and duties to be effective July 1st of each year. J. Ward Sturm seconded the motion. The motion passed. **LDP-05-127**

The Board decided to vote for the Vice Chair position utilizing a paper ballot. Once the ballots were collected Board Members present telephonically cast their votes. Carol Wells was elected as the Vice Chair for the Board of Legal Document Preparers, effective immediately, through June 30, 2006.

Status Report Regarding 2005 Examination

Review and discussion regarding options and locations for administering the Legal Document Preparer examination.

Nancy Swetnam provided the Board with the options in administering the exam; contracting out, using a vendor, or administering the examination in house. There are advantages and disadvantages to both. Contracting a vendor can help address some security issues regarding the exam and eliminates the challenges anticipated with multiple administrations diluting the veracity of the exam.

The Board discussed the various means and methods for administering an examination.

Judge Roland J. Steinle made a **motion** to move forward with securing an outside vendor to administer the examination. J. Ward Sturm seconded the motion. The motion passed. **LDP-05-128**

Discussion regarding September 1, 2005, examination deadline for current certificate holders.

The Board discussed what action should be taken if a person does not take the examination by September 1, 2005. The Board discussed disciplinary action or denial of certification. This discussion will be continued as an Agenda Item on the September Agenda for individuals who fail to take the exam. Judge Roland J. Steinle recommended that it be very clear on the website that applicants are required to take the examination.

Certification and Eligibility

Review and discussion regarding pre-approval of continuing education events presented by the State Bar of Arizona, the various local Bar associations throughout Arizona, and

Arizona Association of Independent Paralegals.

On August 18, 2003, the Board voted to adopt a policy granting unilateral pre-approval of all Continuing Education events presented by the State Bar of Arizona, the various local bar associations throughout Arizona, and the Arizona Association of Independent Paralegals.

CE related issues raised during the renewal process relate to course subject matter applicability to legal document preparation, qualifications of those presenting events, repetition of courses, and the Program's ability to confirm participation.

The Board discussed this issue regarding narrowing the pre-approval status to courses specific to the Legal Document Preparer field. Nancy Swetnam recommended this issue be reviewed by the Continuing Education Subcommittee and that the Subcommittee return to the Board with recommendations.

Carol Wells made a **motion** the Continuing Education Subcommittee review the CE Policy and the issues discussed and return to the Board with recommendations. Donald Steward seconded the motion. The motion passed. **LDP-05-129**

Judge Roland J. Steinle made a **motion** Donald Steward be included as a member of the Continuing Education Subcommittee. J. Ward Sturm seconded the motion. The motion passed. **LDP-05-130**

Report and recommendations regarding Continuing Education course credit requests.

The Board discussed and considered the following list of continuing education credit requests and recommendations.

1. "Ethics for Everyone" presented by Yavapai County Human Resources Management on January 20, 2005 – 4 hours
2. "Grant Writing" presented by Applied Behavior Health, University of Arizona on November 10, 2005 – Recommend no hours of AZLCPD CE be approved.
3. "Family Drug Issues and the Courts" presented by the Maricopa Association of Family Mediators on March 29, 2005 – 1 hour
4. "Update on Revised Rules of Procedure for Family Court" presented by the Maricopa County Association of Family Mediators on September 28, 2004 – 1 hour
5. "Superior Court ADR Committee Update" presented by the Maricopa Association of Family Mediators on June 29, 2004 – 1 hour
6. "Conciliation Court Process and Procedures" presented by the Maricopa Association of Family Mediators on January 25, 2005 – 1 hour

7. "Mediation Confidentiality and Allegations of Child Abuse: What's a Mediator to do?" presented by the Maricopa Association of Family Mediators on April 26, 2005 – 1 hour
8. "Crisis Resources of Maricopa County" presented by the Employee Assistance Professionals Association on April 1, 2005 – 1 hour
9. "Arizona Tax Talk" presented by the Arizona Department of Revenue on December 6, 2004 – 4 hours of credit requested, recommend approval for 3 hours pursuant to CE Policy.
10. "Annual Winter Seminar" of the Arizona Forum for Improvement of Taxation presented on January 11, 2005 – 4 hours credit requested, recommend approval for 3 hours pursuant to CE Policy.
11. "Communications for Registered Representatives" presented by e-Mind on November 5, 2004 – 4 hours of credit requested. No documentation of participation submitted, recommend request be denied.
12. "The U.S. Patriot Act – New Requirements" presented by e-Mind on December 9, 2004 – 4 hours of credit requested. No documentation of participation submitted, recommend request be denied.
13. "2005 CCH Federal Tax Course" presented by the Arizona Society of Practicing Accountants on November 9, 2004 – 33 hours submitted. Recommend approval of 3 hours pursuant to CE Policy.
14. "Electronic Evidence and the World of Document Retention" presented by NALA on October 12, 2004 – 1 hour
15. "HIPPA – How to Get Your Medical Records" presented by NALA on November 9, 2004 – 1 hour
16. "Computer Forensics and E-Discovery Tools" presented by NALA on December 14, 2004 – 1 hour
17. "Early Effective Initial Use of Paralegals in Litigation" presented by NALA on January 11, 2005 – 1 hour
18. "E-filing of the Future" presented by NALA on February 8, 2005 – 1 hour
19. "Estate Planning and the Paralegal" presented by NALA on March 8, 2005 – 1 hour
20. "Current Issues in AHCCCS and ALTCS" presented by NALA on April 12, 2005 – 1 hour

21. "Planning for the Single Individual" presented by Northern Trust Bank of Arizona on October 7, 2004 – 2 hours
22. "Federal Updates, Federal Developments, and Tax Planning" presented by Back to Basics Income Tax Seminars on November 19, 2004 – 1 hour
23. "Electronic Document Management and the Discovery Process" presented by Professional Education Systems, Inc on December 10, 2004 – 6 hours requested, recommend approval of 5 hours pursuant to the CE Policy.
24. "Real Estate Foreclosure" presented by the Arizona School of Real Estate on April 29, 2005 – 3 hours
25. "Top 10 Legal Issues in Real Estate Law" presented by the Arizona School of Real Estate on April 28, 2005 – 3 hours
26. "Training for Court-Appointed Investigator to Title 14 Proceedings" presented by the Probate Division of the Superior Court in Pima County – 2 hours
27. "Trustee's Discretion: Drafting for Discretionary Distributions and Putting it to the Test" presented by the Southern Arizona Estate Planning Council on January 28, 2005 – 5 hours
28. "Quarterly Process Servers, Court and Clerk's Office Information and Exchange Meeting" presented by the Clerk of the Superior Court in Maricopa County – 1 hour requested. The documentation regarding the meeting suggests this was not an LDP related CE course, but rather a business meeting conducted by the Clerk's Office addressing Private Process Server issues. It's recommended this request be denied.
29. "Successful Judgment Collections in Arizona, Part I" presented by the National Business Institute and West Legal Ed Center via self-study on April 17, 2005 – 2.75 hours
30. "Professional Ethics for Arizona CPAs" presented by the Arizona Society of CPAs on December 15, 2004 – 4 hours
31. "Designing Living Trust Centered Estate Plans" presented by Sorrell and Zenk, PLC on October 13, 2004 – 3 hours
32. "Gear Up Business Entities Seminar" presented by the Arizona Society of Practicing Accountants on September 1-2, 2004 – 3 hours
33. "What Every California Attorney Should Know about the Liability of Psychologists, Social Workers and Family Therapists" presented by the Beverly Hills Bar Association on March 14, 2005 – 1 hour

34. "Gripes: Solving Problems Created by Judges" presented by West Legal Ed Center (via Beverly Hills Bar Association) on March 14, 2005 – 1.5 hours
35. "Handling California Divorce Cases" presented by the National Business Institute on March 13, 2005 – 3 hours
36. "Elder Law Essentials in California" presented by the National Business Institute on March 12, 2005 – 3 hours
37. "Planning for Estates Without Estate Tax Concerns" presented by Sterling Education Services on January 28, 2005 – 5 hours
38. "Support Issues in Arizona Divorce Proceedings" presented by the National Business Institute on April 26, 2005 – 6 hours of credit requested, recommend approval of 5 hours pursuant to CE Policy.

Judge Roland J. Steinle made a **motion** that items 2, 11 and 33 be denied for continuing education credit. J. Ward Sturm seconded the motion. The motion passed. **LDP-05-131**

Judge Roland J. Steinle made a **motion** to approve item 34 for continuing education credit. J. Ward Sturm seconded the motion. The motion passed. **LDP-05-132**

J. Ward Sturm made a **motion** that item 12 be denied for continuing education credit. Donald Steward seconded the motion. The motion passed. **LDP-05-133**

Judge Roland J. Steinle made a **motion** to approve items 9, 10 and 13 for three hours of continuing education credit. Donald Steward seconded the motion. The motion passed. **LDP-05-134**

Nancy Swetnam made a **motion** to approve items 1, 3-8, 14-27, 29-32 and 35-38 for continuing education credit. Donald Steward seconded the motion. The motion passed. **LDP-05-135**

Judge Roland J. Steinle made a **motion** to approve item 28 for continuing education credit. Carol Wells seconded the motion. The motion passed. **LDP-05-136**

Review of request regarding age related exemption for continuing education obligations.

The Board discussed the age related continuing education exemption request. An adjustment to the continuing education requirement would require an amendment to ACJA § 7-208. The Board discussed if a person is actively engaged in providing legal document preparation services, no age related CE Exemption would be warranted.

Judge Roland J. Steinle made a **motion** that consideration of an age related exemption from the continuing education requirement not be pursued. J. Ward Sturm seconded the motion. The motion passed. **LDP-05-137**

Review and discussion of requests for extension or waiver of the continuing education pursuant to the Continuing Education Policy (G)(3).

The Board discussed Continuing Education Extension Requests submitted by AZCLDPs Joseph Companik and Jennifer Di Gerolami..

Donald Steward made a **motion** to have Mr. Companik complete his continuing education, submit the late renewal application fee, and the Board will consider his application in June. Dr. Roger Hartley seconded the motion. The motion passed. **LDP-05-138**

Judge Roland J. Steinle made a **motion** to have Ms. Di Gerolami complete her continuing education, submit the late renewal application fee, and the Board will consider her application in June. Dr. Roger Hartley seconded the motion. The motion passed. **LDP-05-139**

Review and discussion regarding AZCLDP advertising issues.

Two advertising related situations have recently been presented to the Program warranting Board review and consideration.

The Board discussed Verizon's Superpages.com listing AZCLDPs in the "attorney" category of their online directory. The Board found this not to be the fault of the AZCLDPs or even of Verizon's, as Verizon outsourced the data collection and categorization. It is the Board's recommendation that staff send a letter to both businesses explaining the court's position concerning legal document preparers and how this action could cause a possible conflict of interest. The Board also recommends that staff contact all certificate holder be notified, via e-mail, so that they are aware of the situation.

The Board also discussed a mass solicitation forwarded to the LDP community by a newly formed professional association offering a referral service to certificate holders. The mailing forwarded extended opportunities for AZCLDPs to receive referred customers but only have to pay the referral service if they actually entered into a service agreement with the consumer. The Board discussed ACJA § 7-208 Code of Conduct Standard (3)(c)(3). The advertisement also offers to enlighten AZCLDPs on how they can circumvent the CE requirements for renewal.

Review of Pending Complaints

Review and discussion regarding non-certificate holder cease and desist petition pursuant to Arizona Code of Judicial Administration (H)(1)(c).

Linda Grau advised the Board additional information was presented on Friday, May 20, 2005, which requires further investigation prior to Board review. Ms. Grau recommended this item be deferred to June 28, 2005.

Judge Roland J. Steinle made a **motion** to continue the agenda item be deferred until the June 28, 2005 Board meeting, pending additional investigation. Nancy Swetnam seconded the motion. The motion passed. **LDP-05-140**

Legal Representation

This agenda item was published under anticipation of the Legal Counsel needing an opportunity to address the Board regarding pending matters. The anticipated circumstances warranting the discussion did not materialize and it was recommended by Program staff this agenda item be deferred to the June 13, 2005 meeting.

Judge Roland J. Steinle made a **motion** to continue the Board item, on terms of legal representation, be deferred to the June 13, 2005 meeting J. Ward Sturm seconded the motion. The motion passed. **LDP-05-141**

Application Summaries

Pending Applications for Initial Certification:

The following applications have submitted applications for initial certification. The applications received are complete, no information contrary to granting certification has been presented during the background and the applicants have demonstrated they meet or exceed the minimum eligibility requirements for certification. It is recommended initial certification be granted to the following individuals and entities effective July 1, 2005:

1. Elaine Anghel
2. Economidis Mediation Services, LLC (Gregory Economidis)
3. Katherine Kredit Enterprises, Inc. (Katherine Kredit)

Donald Steward made a **motion** applicants 1, 2 and 3 be granted initial certification, effective July 1, 2005. Judge Roland J. Steinle seconded the motion. The motion passed. **LDP-05-142**

The following application has been processed and a background review has been completed:

4. Eric Scott Schoeller - The Board has reviewed the application and recommended deferring this application until legal advice could be obtained. It is also recommended deferring this application pending receipt of additional information from the applicant.

Judge Roland J. Steinle made a **motion** consideration and certification determination regarding applicant #4's be deferred. Nancy Swetnam seconded the motion. The motion passed. **LDP-05-143**

Judge Roland J. Steinle made a **motion** requiring Mr. Schoeller provide verification he has fully complied with and satisfied all settlement agreements; including providing verification all payments have been made in accordance with each of the settlement agreements. Nancy Swetnam seconded the motion. The motion passed. **LDP-05-144**

The following individuals and entities have submitted initial certification applications for consideration. It is respectfully requested these applications be deferred to the June 13, 2005 meeting to allow for additional staff processing:

5. Miles Fisher
6. Richard Rochford
7. Bonita Burgoyne
8. Dennis Barnhart
9. Angelina Cervantes
10. Professional Legal Documents, LLC (Wendall Wilson)
11. Advanced Legal Services, LLC (Marwan Sadeddin)
12. Ann Atchison
13. Sinclair Noe
14. Estate Preservation, Inc. (Sinclair Noe)
15. Roberta Dawson
16. Leo Krambeal
17. Caitlin Larkin
18. We The People USA, Inc. (Caitlin Larkin)
19. Kenneth Singer
20. Jane Whitley
21. Mary Rosenthal
22. David Sears
23. Diana Portanova
24. Alfred Brown

Judge Roland J. Steinle made a **motion** that items 5 through 24 be deferred to the June 13th 2005 Board Meeting. J. Ward Sturm seconded the motion. The motion passed. **LDP-05-145**

25. Donald Pruess - The application was incomplete. Mr. Pruess has not responded to staff requests for additional information needed to complete the application. Therefore, staff recommends the application be deemed incomplete and denied, pursuant to ACJA § 7-208(E)(5)(b)(1)(d).

Judge Roland J. Steinle made a **motion** the application of Donald Pruess be deemed incomplete and denied, pursuant to ACJA § 7-208(E)(5)(b)(1)(d). Mary Carlton seconded the motion. The motion passed. **LDP-05-146**

26. Michael Disney – Based on Mr. Disney’s having been charged and convicted of a criminal offense while in a position of authority and public trust (as a police officer) and based on Mr. Disney’s subsequent civil and criminal contact with the judicial system, Program staff recommend Mr. Disney be denied certification pursuant to ACJA § 7-208(E)(5)(b)(1)(d).

Judge Roland J. Steinle made a **motion** Michael Disney be denied initial individual certification pursuant to ACJA § 7-208(E)(5)(b)(1)(d). Mary Carlton seconded the motion. The motion passed. J. Ward Sturm and Dr. Roger Hartley dissented. **LDP-05-147.**

The Board discussed the renewal of certificate holders 27 through 50. All applicants have submitted complete applications, documentation of completing the required 10 hours of continuing education, and no information contrary to granting renewal was presented in the background review. Program staff recommends the following certifications be renewed:

- 27. James Jennings
- 28. Discount Divorce Professionals, LLC (James Jennings)
- 29. Elizabeth Harrison
- 30. Harrison CPA and Consulting, PC (Elizabeth Harrison)
- 31. Patricia Morrison
- 32. The Morrison Group, Inc. (Patricia Morrison)
- 33. Marcia Nolan-Malsack
- 34. Lynn Forman
- 35. Dawn Kaiser
- 36. Ronald Reed
- 37. Carla Lief
- 38. Cheryl Gillespie
- 39. My Company Solutions, LLC (Cheryl Gillespie)
- 40. Edward Osinski
- 41. Edward M. Osinski, Jr., CPA PC (Edward Osinski)
- 42. Frances Langston-Hancock
- 43. Langston-Hancock Legal Document (Frances Langston-Hancock)
- 44. Elizabeth O'Connor

45. Nancy Gilliam
46. Andrew Saper
47. Linda Poole
48. Ronald Lawson
49. Barbara Lawson
50. Davidson Financial Services, LLC (Bruce Davidson)

Judge Roland J. Steinle made a **motion** applicants 27 through 50 be renewed. J. Ward Sturm seconded the motion. The motion passed. **LDP-05-148**

The Board discussed the renewal of certificate holders 51 through 65. All applicants have submitted complete applications, documentation of competing the required 10 hours of continuing education (including AAIP CE attendance), and no information contrary to granting renewal was presented in the background review. Program staff recommends the following certifications be renewed:

51. Billye Wilda
52. Guadalupe Salinas
53. Raymond Beltran
54. Kenneth Hyland
55. National Institute of Community Management, Inc. (Kenneth Hyland)
56. David Bishop
57. Bishop and Associates, LLC (David Bishop)
58. Julian Anderson
59. Laura Atwood
60. Darlene Merrill
61. Allan Bonhoff
62. Phoebe Merrill
63. Debra Parks
64. Armida Mitchell
65. Erna Mortensen

Judge Roland J. Steinle made a **motion** applicants 51 through 65 be renewed. Dr. Roger Hartley seconded the motion. Don Steward recused. The motion passed. **LDP-05-149**

The Board discussed the renewal of certificate holders 66 - 73. All applicants have submitted complete applications and presented the required disclosure statements, documentation of competing the required 10 hours of continuing education (including AAIP CE attendance), and no information contrary to granting renewal was presented in the background review. Program staff recommends the following certifications be renewed:

66. Lupita Shestko-Montiel
67. Kathryn Demorest
68. We The People Forms and Service Center of Pima County (Kathryn Demorest)
69. Allen Merrill
70. Certified Legal Document Preparers, LLC (Allan Merrill)
71. Cindy Wong
72. Carlos Galindo
73. Agencia Hispana (Carlos Galindo)

Judge Roland J. Steinle made a **motion** applicants 66 through 73 be renewed. Mary Carlton seconded the motion. Don Steward recused. The motion passed. **LDP-05-150**

The Board discussed the renewal of certificate holders 74 – 81. All applicants have submitted complete applications and presented the required disclosure statements, documentation of completing the required 10 hours of continuing education (including AAIP CE attendance), and no information contrary to granting renewal was presented in the background review. Program staff recommends the following certifications be renewed:

74. Lillian Stephens Murray
75. AZ Lien Services, Inc. (Lillian Stephens Murray)
76. Deborah Moldovan
77. Arizona Paralegal Services, Inc. (Deborah Moldovan)
78. Oliver Ross
79. Richard Dandis
80. White Mountain Paralegal Service, LLC (Richard Dandis)
81. Anna Anderson

Judge Roland J. Steinle made a **motion** applicants 74 through 81 be renewed. Carol Wells seconded the motion. Don Steward recused himself. The motion passed. **LDP-05-151**

The Board discussed the renewal of certificate holders 82 and 83. All applicants have submitted complete applications and presented the required disclosure statements, documentation of completing the required 10 hours of continuing education (including AAIP CE attendance), and no information contrary to granting renewal was presented in the background review. Program staff recommends the following certifications be renewed:

82. Vellia Pina
83. Americana Services (Vellia Pina)

Judge Roland J. Steinle made a **motion** applicant 82 and 83 be renewed. J. Ward Sturm seconded the motion. Vellia M. Piña and Don Steward recused. The motion passed. **LDP-05-152**

BUSINESS ENTITY EXEMPTION EXTENSION:

The following business entity has submitted a Request for Business Entity Exemption Extension. Program staff recommends the extension be granted:

84. Langston-Hancock Legal Documents (Frances Langston-Hancock)

Judge Roland J. Steinle made a **motion** to grant Langston-Hancock Legal Documents a Business Entity Exemption Extension. Dr. Roger Hartley seconded the motion. The motion passed. **LDP-05-153**

BUSINESS ENTITY EXEMPTION REQUESTS:

The following business entities have submitted requests for Business Entity Exemption. Program staff recommends the extension be granted:

85. Economidis Mediation Services, LLC (Gregory Economidis)

86. Katherine Kredit Enterprises, Inc. (Katherine Kredit)

Judge Roland J. Steinle made a **motion** to grant applicants 85 and 86 a Business Entity Exemption. Nancy Swetnam seconded the motion. The motion passed. **LDP-05-154**

Judge Roland J. Steinle made a **motion** to move to Executive Session. Nancy Swetnam seconded the motion. The motion passed. **LDP-05-155**

Executive Session ended.

Judge Roland J. Steinle made a **motion** to approve the Executive Session minutes for the meeting of February 28, 2005, with the corrections noted. Don Steward seconded the motion. The motion passed. **LDP-05-156**

Judge Roland J. Steinle made a **motion** to approve the Executive Session minutes for the meeting of March 21, 2005, with the corrections noted. Nancy Swetnam seconded the motion. The motion passed. **LDP-05-157**

Judge Roland J. Steinle made a **motion** to approve the Executive Session minutes for the meeting of March 30, 2005, with the corrections noted. Mary Carlton seconded the motion. The motion passed. **LDP-05-158**

Judge Roland J. Steinle made a **motion** to approve the Executive Session minutes for the meeting of April 18, 2005, with the corrections noted. Mary Carlton seconded the motion. The motion passed. **LDP-05-159**

Call to the Public

No Response.

Judge Roland J. Steinle made a **motion** to adjourn until the next Board meeting. J. Ward Sturm seconded the motion. Motion passed. **LDP-05-160.**