Alabama State Board of Auctioneers
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MINUTES
Board Meeting
November 12, 2024 - AMENDED

The Alabama State Board of Auctioneers met on Tuesday, November 12, 2024, at 9:00 a.m., at the Board's office located at 2777 Zelda Road in Montgomery. The meeting was advertised on the Board's website, www.auctioneer.alabama.gov, and the Secretary of State's website, www.sos.alabama.gov, in accordance with the Alabama Open Meetings Act.

Members in attendance were Mr. Mike Fisher (Board Chair), Mr. Chad Curvin (Vice Chair), Ms. Angella Morgan (member), Mr. Randall Grissett (member), Mr. Scott Barnes (member) and Mr. Russ Wood (new member), Mr. Keith McDaniel (member) and Mr. Chip Pearce (member). Also in attendance were Mr. Keith Warren (Executive Director), Mrs. Tara Hetzel (Assistant Attorney General), Mr. Brannon Littleton (Chief Financial Officer), and Ms. Renee' Reames (recording secretary).

Chairman Fisher called the meeting to order at 9:08 a.m. Mr. Warren called the Board member roll and indicated that a quorum of the members was present to conduct business. A word of prayer was given and the pledge of allegiance was recited by attendees. Mr. Warren read aloud the opening statement concerning Robert's Rules of Order and the Alabama Open Meetings Act.

Approval of Meeting Agenda: Chairman Fisher presented a copy of the agenda for the November 12, 2024 Board meeting.
MOTION: Mr. McDaniel made a motion to approve the meeting agenda as presented. The motion was seconded by Mr. Grissett and unanimously approved by the Board.

Approval of Minutes: Chairman Fisher reported that a copy of the minutes from August 13, 2024, regular meeting was distributed to the members prior to the meeting for their review.
MOTION: Ms. Morgan made a motion to approve the August meeting minutes as presented. The motion was seconded by Mr. McDaniel and unanimously approved by the Board.

Executive Director Report: Mr. Warren presented the Executive Director's Report. He reported on the current number of licenses comprised of individuals (#725) and auction companies, and reviewed examination statistics and a list of new licenses that had been issued. He also reported on the status of complaints received in FY 2025 and FY 2024, along with other activities performed by the staff since the last Board meeting held in June (copy of report in official Book of Minutes).

Mr. Warren reported that he was working to establish online applications, after the rule was in effect, for Online Auction Firms, which the Board would consider approving the rule later in the meeting. Mr. Warren also indicated that the email address to report potential violations would be placed on the Board's website when the rule became effective.

He indicated that he and Mrs. Hetzel would follow up with Mr. Sorensen at Prov to obtain updated examination information, so that the state Auctioneer Association could update the examination study guide.

He reported that licenses expired on September 30, 2024. A list of auctioneers and apprentices who had not renewed their license as of November 1, 2024 was provided to the Board for review. He reminded the Board that these licensees were eligible to renew licenses through November 30, 2024, and that working with an expired license was a violation of the Board's statute.

Mr. Warren presented a list of new licenses that had been issued since the last Board meeting.
MOTION: Mr. Barnes made the motion to ratify the approval of new licenses issued as of August 1, 2024 through September 30, 2024. The motion was seconded by Mr. McDaniel and unanimously approved by the Board.

Mr. Littleton presented the financial activities of the Board for fiscal year 2024 which indicated a positive cash balance for the end of the year. The Board discussed the expenditures listed in the report that were part of the 13th accounting period. He also presented a projected budget for FY 2025 indicating the budgeted funds by category and projected expenditures. A comparison of expenditures in FY 2020 through FY 2024 and projected FY 2025 was also reviewed. A detailed summary of income and expenses was included in the report (report available in the Board's official Book of Minutes).
MOTION: Mr. McDaniels made the motion to accept the financial report as presented. The motion was seconded by Mr. Barnes and unanimously approved by the Board.

Mr. Warren inquired about the Board's preference to post the Board's agenda and financial statement on the Board's website, and the Board concurred.

Mr. Warren reminded the members that the funds approved by the Board for the public relations campaign would be budgeted and the specifications for the campaign had not been released to receive proposals.

<u>Legal Counsel Report:</u> Mrs. Hetzel reported that she had no new business to present for the Legal Counsel report. Mr. Warren reported that Mr. Barnes was serving on the Investigative Committee, replacing other members who had served.

<u>Update on Association Activities:</u> Chairman Fisher reported on the annual Fall meeting of the state Auctioneers Association that was held in Gulf Shores. He reported that the Association was higher than the national average concerning licensee membership, with approximately 33% of the state's licensees were Association members. He commented on discussions about joining with the Georgia Association to grow the southeast convention and keeping the industry strong.

OLD BUSINESS

Public Hearing and Adoption of Final Rules: Mr. Warren presented three proposed rules that had been published for public comments.

Rule 150-X-1-.01– Mr. Warren reported that no public comments had been received regarding Rule 150-X-1-.01 Definitions.

MOTION: Mr. Pearce made the motion to approve proposed amended Rule 150-X-1-.01 as a final rule as published. The motion was seconded by Mr. Barnes and unanimously approved by the Board.

Rule 150-X-1-.02(1) - Mr. Warren reported that no public comments had been received regarding Rule 150-X-1-.02(1) Online Auction Firm.

MOTION: Mr. McDaniel made the motion to approve proposed new Rule 150-X-1-.02(1) as a final rule as published. The motion was seconded by Mr. Wood and unanimously approved by the Board.

Rule 150-X-1-.16 - Mr. Warren reported that no public comments had been received regarding Rule 150-X-1-.16 Jurisdiction.

MOTION: Mr. Barnes made the motion to approve proposed amended Rule 150-x-1-.16 as a final rule as published. The motion was seconded by Mr. Pearce and unanimously approved by the Board.

Mr. Warren reported that these rules would become effective in January 2025.

NEW BUSINESS

Apprentice auctioneer's License Renewal Request: Mr. Warren presented a copy of a letter requesting the Board to consider a fee reduction for a partial year licensure or extending the license into another year. Mr. Warren reported that the request was on behalf of apprentices graduating from auction school in July and licenses expiring September 30 each year. Chairman Fisher tabled the matter to allow the Board to consider the matter further (copy available in official Book of Minutes).

Appointment of Committee to Review RFP Responses for PR Project: Mr. Warren distributed a copy of the RFP for Public Relations Services, and the Board reviewed the scope of work and other specifications. The Board discussed having a service period of 12 months, with the option to renew for a second year.

MOTION: Mr. Pearce made the motion to approve the RFP specifications for public relations services as discussed. The motion was seconded by Mr. Barnes and unanimously approved by the Board.

MOTION: Mr. McDaniel made the motion to create a committee comprised of Mr. Barnes, Mr. Grissett and Mr. Wood (chair) The motion was seconded by Mr. Barnes and unanimously approved by the Board.

The Board discussed authorizing the PR Committee to negotiate and approve a contract, after specifications were released, proposals submitted to the Executive Director or Board's Legal Counsel and the Committee members review proposals possibly at a virtual meeting.

MOTION: Mr. McDaniel made the motion that the PR Committee be authorized to review proposals and negotiate the contract for services. The motion was seconded by Ms. Morgan and unanimously approved by the Board.

Board Newsletter: Mr. Warren commented on the delays in receiving content for the Board's newsletter. He asked the members to submit articles for the newsletter by January 1, 2025.

Proposed 2025 Board Meeting Calendar: Chairman Fisher presented a list of dates in 2025 for the Board to conduct meetings.

MOTION: Ms. Morgan made the motion for the Board to meet on February 18, May 13, August 12, and November 18, 2025. The motion was seconded by Mr. McDaniel and unanimously approved by the Board.

Board Terms: Mr. Warren reminded the Board that three members' term expired in October 2025. Chairman Fisher called a 10-minute recess of the Board at 10:25 a.m., and the Board reconvened at 10:35 a.m.

Renewal of Administrative Services Contract: Mrs. Hetzel reported that the Administrative Services Contract with Smith Warren would expire on February 9, 2025, and the renewal of the contract was due. Mr. Warren and staff left the meeting at 10:37 a.m. for the Board to discuss the renewal of the contract. Mrs. Hetzel presented to the Board options pertaining to its Administrative Services Contract and answered questions by the Board. Mr. Warren and staff returned at 11:20 a.m.
MOTION: Mr. Barnes made the motion to approve the renewal of the Administrative Services Contract with Smith Warren for one year. The motion was seconded by Mr. Wood and unanimously approved by the Board.

OTHER BUSINESS AND ANNOUNCEMENTS
Submission of Board Travel and Compensation: Compensation requests and travel expense reports were submitted by the members and accepted by the Board.

Next Board Meeting: Chairman Fisher reminded the Board that the next meeting of the Board was scheduled February 18, 2025.

ADJOURNMENT
There was no further business by the Board and Chairman Fisher called for a motion to adjourn.
MOTION: Mr. Pearce made a motion that the meeting be adjourned. The motion was seconded by Mr. McDaniel and unanimously approved by the Board. Chairman Fisher adjourned the meeting at 11:30 a.m.

Respectfully Submitted,

Mike Fisher
Board Chair

Keith E. Warren
Executive Director

Approved on May 13, 2025/rr