

ALBIT Board Meeting Minutes December 2, 2011

The Alabama Licensure Board for Interpreters and Transliterators Regular Board meeting was held at the Board office in Montgomery and called to order at 1:05 p.m. with a quorum present. Present were as follows: Lori Pituk, Chair; Belinda Montgomery, Vice Chair; Patricia Smartt, Secretary; Tammy Adams, Member; Florence Vance, Member; and Amy Peterson, Member. Absent were Steve Hamerdinger, Member; and Janice Hawkins, Member. Also present were Paula "Scout" McCaleb, Executive Director, and Brandy L. Isenhour, Operations Manager (and serving as Recording Secretary); Monet Gaines, Assistant Attorney General; and Dr. Dale Huff, Parliamentarian.

The meeting was advertised in advance on the Secretary of State's web site located at www.sos.alabama.gov in accordance with the Alabama Open Meetings Act. It was also advertised on the Board web site.

- I. The Chair presented the Minutes for review from the Board. There being no objections, the Minutes were adopted.
- II. **Motion 2012-01** – Florence Vance made a motion to accept the 2012 Calendar for January 20 and June 22. Patricia Smartt Seconded the motion. The motion passed unanimously.
- III. **Motion 2012-02** – Belinda Montgomery made a motion to meet at 10:00am for the Board meetings. Amy Peterson Seconded the motion. The motion passed unanimously.
- IV. **Motion 2012-03** – Belinda Montgomery made a motion to adopt the affidavit presented to be included in the Initial application. Patricia Smartt Seconded the motion. The motion passed unanimously.
- V. **Motion 2012-04** – Tammy Adams made a motion to adopt the specification for the Administration service contract as reviewed. Belinda Montgomery Seconded the motion. The motion passed unanimously.
- VI. **Motion 2012-05** – Florence Vance made a motion to accept Shannon Reese's request for exemption for 90 days. Belinda Montgomery seconded the motion. The motion passed unanimously.
- VII. There being no further Board business, the Chair adjourned the meeting at 2:23 p.m. and announced that the next scheduled Board meeting would be held on January 20, 2012, at 10:00 a.m. at the Board office in Montgomery.
- VIII.

Respectfully Submitted,

Lori Pituk, Chair

Belinda Montgomery, Vice-Chair

Paula McCaleb, Executive Director

Brandy L. Isenhour, Operations Manager (Serving as Recording Secretary)