

Appraiser Certification & Licensure Board

Special Board Meeting - Summary Minutes

July 16, 2007

Appraiser Certification and Licensure Board, 1860 Hawthorne Ave NE, #200, Salem, Oregon (Conference Call)

BOARD MEMBERS IN ATTENDANCE

Craig Zell, Chair
Jill Whitlock
John Larsen
Rick Herman
Doug Nelson
Clifford Houck
Sara Fraser

ACLB STAFF IN ATTENDANCE

Bob Keith, Administrator
Karen Turnbow, Office Manager
Paul Weddle – Legal Counsel, Dept. of Justice

BOARD MEMBERS ABSENT

None

PUBLIC IN ATTENDANCE

None

I: CALL TO ORDER AND VERIFICATION OF QUORUM

Chairperson Zell called the meeting to order at 9:02 a.m. and verified that a quorum was present.

II: NEW BUSINESS

Office Lease Agreement – Discussion regarding proposed lease agreement for new office space located at 3000 Market Street NE, Suite 541, Salem, Oregon.

MOTION #1

Cliff Houck moved and Doug Nelson seconded that:

The Board approve lease agreement as drafted.

Motion passed unanimously.

Adjournment:

MOTION #2

Doug Nelson moved and John Larsen seconded that:

The Board meeting be adjourned.

Motion passed unanimously.

Meeting adjourned at 9:18 a.m.

Next scheduled meeting – August 20, 2007

Summary Minutes

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