

BOARD MEETING

MINUTES

November 25, 2015

The North Carolina Board of Funeral Service held an emergency meeting via teleconference at 9:30 a.m. on November 25, 2015, through the Board's phone, 1033 Wade Avenue, Suite 108, Raleigh, North Carolina.

Present: Stephen Aldridge, Vice President; Elizabeth Williams-Smith, Secretary; Kelly Byrd, Joe Clay, Charles Graves, Valdus Lockhart and Craig Olive. Absent: Broadus Combs, Ken Stainback, President.

Also Present: Peter M. Burke, Executive Director; Christina Cress, General Counsel.

Dr. Aldridge called the meeting to order at 9:32 a.m. and thanked all for their participation on such short notice. Mr Byrd led a prayer and Dr. Aldridge led the Pledge of Allegiance. Mr. Burke read the Ethics Statement and no Board member had any declarations.

Mr. Burke read a letter of resignation as President and as a Board member submitted by Mr. Stainback and dated November 24, 2015. Mr. Graves moved that the Board accept Mr. Stainback's resignation as President and as a Board member; Mr. Byrd seconded. The Board voted unanimously to accept.

Mr. Lockhart moved that the Board go into closed session to discuss two matters of attorney-client privilege. Mr. Graves seconded. Motion carried.

Mr. Byrd moved that the Board return to open session; Ms. Williams-Smith seconded. Upon returning to open session, Mr. Byrd made a motion to accept the first matter of attorney-client privilege which had been discussed during the closed session. Mr. Clay seconded; the motion carried. Mr. Byrd then made a motion to accept the second matter of attorney-client privilege which had been discussed during the closed session. Mr. Olive seconded; the motion carried.

Mr. Graves made a motion to name 2016 President-Elect Valdus T. Lockhart to the office of president, to complete the term for the now-vacant post. Mr. Olive seconded; the motion passed unanimously.

Dr. Aldridge cited the need to empower Mr. Burke to notify the NC Funeral Directors Association of the need to recruit candidates for two Board seats. Mr. Graves moved to do so; Mr. Byrd seconded. Motion carried.

At this time, Ms. Marcia Mills, Notary Public, entered the meeting and issued the oath of office of President to Mr. Lockhart.

Mr. Graves moved to adjourn the meeting at 10:00 a.m.; Dr. Aldridge seconded. Motion carried.

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Valdus T. Lockhart, President

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Elizabeth Williams-Smith, Secretary