



ALABAMA BOARD OF FUNERAL SERVICES

Special Called Preneed Division Meeting Minutes

November 30, 2023

Prior Notice

Prior notice of the November 30, 2023, special called board meeting was posted on the Secretary of State website November 09, 2023, and the information was distributed via the Board's website on November 09, 2023. The meeting was held at 8:00 AM in the Board's office located at 4276 Lomac Street, Montgomery, Alabama.

Pledge of Allegiance and Invocation

Mrs. Collins asked everyone in attendance to stand and recite the Pledge of Allegiance to the American flag which was followed by an invocation offered by Mr. J. Douglas Williams.

Call to Order

Roll Call of the Board

Mrs. Collins, presiding, asked Mrs. Sullivan for a roll call to establish a quorum. The following members were present: Mr. Shake, Mr. Anderson, Mr. Morrison, Mrs. Collins, and Mrs. Haskell.

Staff present: Charles Perine, Executive Director; E. Denise Grogan, Associate Executive Director; Laura Sullivan, Associate Executive Director, recording; Octavia Johnson, Accountant, and Brenton Smith, Legal Counsel.

Welcome/Remarks by the Chair

With a quorum established, Mrs. Collins called to order the special called meeting. Mrs. Collins welcomed all present.

Conflict of Interest/Motion to set the agenda

Mrs. Collins requested that the board members review the agenda. Mrs. Collins asked if any member had a conflict of interest for any items on the agenda. Being none, Mr. Morrison made a motion, seconded by Mr. Anderson to set the agenda as presented. Being no discussion, the motion passed unanimously.

Business

Administrative Rule

Review

The board began reviewing the preneed rules in Administrative Rule Section 482 to determine rules that need to be amended, repealed, or added in the transfer to Administrative Rule Section 395.

Lunch

At 11:46 AM, Mrs. Collins adjourned for a lunch break. The board will reconvene at 1:00 PM to

continue making suggestions for amending the rules in code section 482.

Administrative Rule Review

The meeting was called back to order at 1:00 p.m. with the following members present: Mr. Shake, Mr. Anderson, Mr. Morrison, Mrs. Collins, and Mrs. Haskell.

The board continued reviewing and making suggestions for the preneed Administrative Rule.

Next Steps

Mr. Perine and Mr. Smith will meet to put all the suggestions into a format suitable for legislation and have them ready to present to the board at the next meeting for review and a vote to transfer the rules from Section 482 to 395 as amended.

Other Business/Adjournment

After a brief discussion, a motion was made by Mr. Anderson, seconded by Mr. Shake to adjourn the meeting for today and reconvene on December 19, 2023, at 10:00 AM. Being no discussion, the motion passed unanimously. The meeting adjourned at 3:29 PM.

Minutes submitted by: Laura Sullivan

BryOnda Collins, Presiding

Charles M. Perine, Executive Director

Chair