



## Alabama State Board of Auctioneers

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### MINUTES Special Called Board Meeting September 25, 2018

The Alabama State Board of Auctioneers met on Tuesday, September 25, 2018 at the Board office in Montgomery. Those in attendance were Mr. Bryan Knox (Board Chair), Mr. Keith McDaniel (member), Mr. Erskine Valrie (member), Mr. Pete Horton (member), Mr. Chad Curvin (member), and Mr. John Gray (member). Board members not in attendance were Mr. Michael Langford (member) and Mr. Mike Fisher (member). Also, present were Ms. Hope Childers (Board Administrator/recording secretary), Mrs. Dana Billingsley (Board Counsel), Mr. Keith E. Warren Executive Director. The Board, consisting of a quorum, continued with a voting meeting. The meeting was called to order at 9:02 a.m. by Mr. Knox, Board Chairman.

The special called meeting was advertised on the Board's web site, [www.auctioneer.alabama.gov](http://www.auctioneer.alabama.gov), and the Secretary of State's website, [www.sos.alabama.gov](http://www.sos.alabama.gov), in accordance with the Alabama Open Meetings Act. The Pledge of Allegiance was recited by attendees and a word of prayer was given at the opening of the meeting. Mr. Warren gave the opening statement concerning Roberts Rules of Order and the Alabama Open Meetings Act.

Mr. Keith Warren explained that the sole purpose of the meeting was to consider the responses received by the Division of Purchasing to the Board's Invitation to Bid (ITB) for administrative management services. No bids were received by the Division of Purchasing in response to the ITB; however, the Board may still consider and accept a quote from an approved vendor that meets the bid specifications.

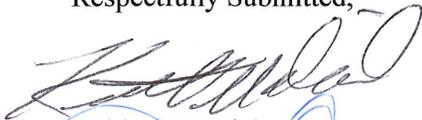
Mr. Gray made a motion to accept the quote submitted by Warren & Company, Inc. to provide administrative services to the Board for a period of one year (10/1/18 to 09/30/2019) in the amount of \$108,000.00 (\$9,000.00 monthly fee). The motion was seconded by Mr. Horton and unanimously approved by the Board.

Ms. Billingsley informed the Board that an administrative hearing will be held at the October 16, 2018 meeting and explained the hearing process for the edification of the new Board members.

Chairman Knox announced that the next regularly scheduled meeting of the Board was October 16, 2018 at 9:00 a.m.

There was no further business by the Board and Mr. Horton moved that the meeting be adjourned. The motion was seconded by Mr. McDaniel and unanimously approved by the Board. Mr. Knox thanked the members for their time and attendance and adjourned the meeting at 9:32 a.m.

Respectfully Submitted,



Keith McDaniel  
*Vice Chair*



Keith E. Warren  
*Executive Director*

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