

***SOUTH CAROLINA CONTRACTOR'S LICENSING BOARD***

**TELECONFERENCE MEETING**

Synergy Business Park, Kingstree Building

110 Centerview Drive, Room 202-03

Columbia, South Carolina 29210

Minutes

Monday, October 8, 2018

10:02 a.m.

Legrand Richardson, Task Force Chair, announced that the meeting was held in accordance with §30-4-80 of the South Carolina Freedom of Information Act by notice mailed to all requesting persons, organizations, and news media. In addition, notice was posted on the bulletin boards at the main entrance of the Kingstree Building.

**WELCOME AND CALL TO ORDER:**

The Task Force meeting was held by teleconference to include Board Members: Scott Appleton, Legrand Richardson, Frank Walker, Lewis Caswell, James Lady, Daniel Lehman, and Kimberly Lineberger. Mr. Richardson called the teleconference meeting of the South Carolina Contractor's Licensing Board to order at 10:02 a.m.

Staff members participating in the meeting included: Georgia Lewis: Advice Counsel, Roger Lowe: Program Administrator, Rhonda Jackson: Program Coordinator, and Shakeria Thomas: Program Assistant.

**Approval of Agenda**

*Monday, October 8, 2018*

**MOTION:**

Ms. Lineberger made a motion to approve the October 8, 2018 agenda. Mr. Caswell seconded the motion, which carried unanimously.

**Approval of Minutes**

*Wednesday, October 3, 2018*

**MOTION:**

Mr. Appleton made a motion to approve the October 3, 2018 minutes. Mr. Richardson seconded the motion, which carried unanimously.

**Chairman's Remarks**

Mr. Richardson stated the purpose of the committee which was to review, discuss, and approve the surety bond form, bond claim form, and the regulation for the bond claim process as required by S.C. Code Section 40-11-262.

**Regulation for bond claim process**

**(As required by S.C. Code Section 40-11-262)**

**MOTION:**

Mr. Caswell made a motion to accept the regulation. Mr. Appleton seconded the motion, which carried unanimously.

**Surety Bond Claim Form**

**MOTION:**

Mr. Walker made a motion to accept the surety bond claim form. Mr. Appleton seconded the motion, which carried unanimously.

**Surety Bond Form**

**MOTION:**

Ms. Lineberger made a motion to accept the surety bond form. Mr. Appleton seconded the motion, which carried unanimously.

**Public Comments:**

There were no members of the public present.

**Date of Next Meeting**

*Thursday, October 18, 2018*

The next meeting of the SC Contractor's Licensing Board will be held Thursday, October 18, 2018 beginning at 10:00 a.m., at the Synergy Business Complex, Kingtree Building, Room 108, in Columbia, SC.

**Adjournment:**

**MOTION:**

Mr. Caswell made a motion to adjourn. Mr. Appleton seconded the motion, which carried unanimously. The October 8, 2018 meeting adjourned at 10:19 p.m.