

MINUTES OF THE SPECIAL MEETING
CONDUCTED BY
CONTRACTORS' STATE LICENSE BOARD
OF CALIFORNIA

Held at
SAN FRANCISCO, CALIFORNIA
September 8, 1939

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A special meeting of the Contractors' State License Board was called to order by Chairman Roy M. Butcher at 10:00 A. M., Friday, September 8, 1939.

Those present were:

Roy M. Butcher, Chairman
Stephen L. Ford, Vice Chairman
Clarence B. Eaton
S. G. Johnson
Hugh W. McNulty
William Nies
Allen Miller, Executive Secretary.

Absent:

Walter Trepte.

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It was moved and seconded that the minutes of the regular meeting of the Board, held in Monterey, California on July 21 and 22, 1939, be approved as written and submitted. The motion was unanimously carried.

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A discussion was had upon the subject of having the minutes of the meetings of the Board approved and made effective prior to the next meeting of the Board. It was unanimously agreed that in the future the minutes of any regular or special meeting of the Board, after being written up and submitted to the Board members by the Executive Secretary, should be deemed

to be approved and should be immediately effective unless an objection to them was raised by some Board member within one week after the mailing of the minutes.

There ensued a discussion concerning the addition of certain questions to the application form. Motion was made and seconded and unanimously carried that the questions (exhibit No. 9 in the Minutes Documentary File) be approved and inserted in the new application form, and the Registrar directed to have same printed and use them in the examination procedure in compliance with the resolution concerning that subject and adopted at the last regular meeting.

Mr. S. M. Shapiro, a general contractor from Oakland and Board member of the General Contractors' and Builders' Association of the East Bay, was introduced to the Board members by Mr. Johnson, and he stated that his organization was keen about having some adequate examination for prospective contractors, and expressed confidence that the Board would solve the problem.

Recess was called by Chairman Butcher at 12:00 M. until 2:00 P.M.

The special meeting of the Contractors' License Board was called to order at 2:30 P.M., the attendance being the same as at the morning session.

A general discussion was had on the examination

questions and a final draft written up (exhibit 10 in the Minutes Documentary File). Mr. McNulty suggested that the questions approved should be put on a supplemental sheet and not be included in the application form for the reason that great savings could be made in stationery bills if the Board should decide to make changes in the questions. After amendments and additions to questions submitted, they were unanimously approved in the form they appear as Exhibit 10 of the Minutes Documentary File.

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It was moved by Mr. Ford and seconded by Mr. Eaton that the chairman instruct the Rules and Regulations Committee to consider the problem of classification, and to report at the next regular meeting the result of its study. Unanimously carried, and the Committee was so instructed by the Chairman.

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The Executive Secretary, Mr. Miller, made a report concerning the success of the Inspectors' Conference held in Long Beach on August 10 and 11. He also reported that a form letter had been sent to all secretaries of the trade associations that the Department would mail them daily reports of applicants upon remittance of a fee of five dollars to cover postage; that this was done in pursuance to the resolution adopted at the last regular Board meeting.

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The Executive Secretary also reported that he had not as yet hired a "public relations" man or coordinator, or the

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counter man which the Board authorized him to hire at its last regular meeting. He stated that he was having difficulty with the Personnel Board in setting up a classification for these two positions, but felt that eventually he would be successful in doing so.

The special meeting of the Contractors' State

License Board was called to order at 9:30 A.M., August 12,

Discussion was held regarding the matter of engaging hearing officers with legal experience. It was decided that

such discussion should be postponed until the next regular meeting.

- G. D. Johnson, Member
- William Nye, Member
- Walter Trepte, Member
- Allen Miller, Executive Secretary.

Upon motion duly made and seconded, the special meeting of the Contractors' License Board adjourned at 5:00 P.M., to reconvene at 10:00 A. M., Saturday, September 9.

Those present entered into an informal general discussion relative to **SATURDAY SEPTEMBER 9, 1939** Fair Trades Practices Act, but due to the lack of a quorum no action was taken.

Lacking a quorum, no official business was conducted at the Saturday meeting, although a general discussion of the problems of the Board was held by those present.

Allen Miller
EXECUTIVE SECRETARY

Reported by:
Agnes Tillman
515 Van Ness Ave.
San Francisco, Calif.

Allen Miller
EXECUTIVE SECRETARY