

MINUTES OF THE ARKANSAS MOTOR VEHICLE COMMISSION

**Business Meeting
101 East Capitol Avenue, Suite 204
Little Rock, Arkansas**

November 10, 2016

The scheduled teleconference meeting of the Arkansas Motor Vehicle Commission was called to order at 9:45 a.m. by Chairman Sandy Stroope. Staff present included Greg Kirkpatrick. All Commissioners were present on the call during the meeting with the exception of Foster Davis and Mitch Ward, both with excused absences. The meeting was properly noticed by posting the announcement and call-in information on the State of Arkansas meeting calendar.

The Commission approved the meeting expenses for the November 10, 2016, teleconference meeting following a proper motion and second.

The Commission then moved into business and approved promoting Fiscal Manager Kristi Byers into the vacant Director's position effective November 20, 2016, following a proper motion and second. The motion included the following: When the Commission hires a Director, Ms. Byers will return to the Fiscal Manager position. Ms. Byers will hold the title of Office Lead, and will make all day-to-day operation decisions, with the exception of personnel matters related to hiring, firing, promoting or demoting and expenditures over five hundred dollars (\$500.00) with the exception of monthly bills. These exceptions shall only be made in consultation and with the approval of the Chairman. If after a 24-hour period the Chairman is unavailable, then Ms. Byers shall consult and obtain approval for the decision from the Vice-Chairman. If after another 24-hour period both the Chairman and Vice-Chairman are unavailable, then Ms. Byers shall consult and obtain approval for the decision from the Secretary.

Chairman Stroope accepted a proper motion and a second to adjourn the meeting.

These minutes are subject to approval by
The Arkansas Motor Vehicle Commission

Sandy Stroope, Chairman