

M E M O R A N D U M

To: ILLINOIS CERTIFIED SHORTHAND REPORTERS BOARD

R. Kent Evans, Member
Nancy J. Hopp, Member
Melanie Jakus, Member
Amy B. Quint, Member
Donna M. Urlaub, Member
Barbara A. Wichmann, Member

From: Alicia Purchase, Manager
Professional Services Section

Date: October 7, 2009

RE: MEETING NOTICE - OCTOBER 30, 2009

The Illinois Certified Shorthand Reporters Board will convene a business meeting at 11:00 a.m., on Friday, October 30, 2009, in the Springfield office of the Department of Financial and Professional Regulation, Division of Professional Regulation, Bicentennial Building, 320 West Washington Street, Third Floor, Conference Room 376. The agenda is herewith attached.

Please contact me at 217-557-2053 if you are unable to attend to ensure a quorum is present. The agenda is herewith attached.

This meeting is accessible to handicapped individuals in compliance with Executive Order #5 and pertinent state laws upon notification of anticipated attendance. Handicapped persons planning to attend and needing special accommodations should contact me at least five days prior to the meeting to inform of their anticipated attendance.

Attachment

ILLINOIS CERTIFIED SHORTHAND REPORTERS BOARD
BUSINESS AGENDA

October 30, 2009

Friday, 11:00 A.M. - CALL TO ORDER

- I. VISITOR/BOARD INTRODUCTIONS

- II. ELECTION OF OFFICERS

- III. OLD BUSINESS
 - A. Minutes Approval
 - B. Board Member Updates and/or changes

- IV. NEW BUSINESS
 - A. New CSR Examination
 - B. Discussion of Rules

- V. APPLICATION REVIEW
 - A. Endorsement
 - B. CE Waiver Requests

- VI. DELIBERATIONS

- VII. ADJOURNMENT