

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

Held at  
Room 109 State Office Building  
Sacramento, California  
January 6, 1939

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The regular meeting of the Contractors' State License Board was called to order by Mr. Roy M. Butcher, Chairman, at 10:30 A.M., Friday, January 6, 1939, in Room 109 State Office Building, Sacramento, California.

The roll was called and the following were present:

Roy M. Butcher, Chairman  
Stephen L. Ford, Vice Chairman  
Clarence B. Eaton, Member  
S. G. Johnson, Member  
William Nies, Member  
Arthur Alber, Registrar & Executive Secretary.

Absent:

Hugh W. McNulty, Member  
Walter Trepte, Member.

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It was moved by Mr. Eaton and seconded by Mr. Ford that the minutes of the last meeting of the Board, held in San Francisco, California, on October 21, 1938, be approved as written. Unanimously carried.

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The Secretary submitted to the Board a statistical report showing the number of original licenses, renewals and delinquents issued as of January 1, 1939. He reported that the total number of licenses issued as of January 1, 1939, was

34,518, compared with 29,367 as of January 1, 1938, an increase of 17.5%.

He also reported the number of application forms given out over the counter by the three offices of the Board.

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Mr. Alber informed the Board that out of the 2500 Contractors' Reference Books, 1893 had been sold as of January 3, 1939; the San Francisco district having sold 333 copies, the Sacramento district 193 copies, the Los Angeles district 761 copies, and the Bureau of Publications 606 copies. He stated that the Reference Book has received considerable favorable publicity.

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The Secretary next reported on the Directory of Licensed Contractors, giving the total number of copies printed, the number of individuals or organizations on the paid list, and the number on the free list.

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The Secretary presented each member of the Board with a copy of a Financial Statement, which was prepared by Mr. F. A. Taylor, Assistant Director, as of September 30, 1938.

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Mr. Alber read letters from the following associations commending the Board on its assignment of Inspector Naughten to the San Mateo area:

Master Plasterers Association of San Mateo,  
Peninsula Merchant Plumbers Association, Inc.,  
United Brotherhood of Carpenters and Joiners  
of America.

The Secretary read several letters from associations requesting that all applications be sent to various organizations for investigation before issuance of license. As a result of this a general discussion was had as to the advisability of posting, for a period of ten days, the names of all applicants who come under Section 5, subdivision 2 of our Act.

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A recess was called by Chairman Butcher at 12:30 P.M. to reconvene at 2:00 P.M.

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AFTERNOON SESSION  
2:00 P.M.

The afternoon session of the Contractors' State License Board was called to order by Chairman Roy M. Butcher at 2:00 P.M., Friday, January 6, 1939, in Room 109 State Office Building, Sacramento, California.

The following were present:

- Roy M. Butcher, Chairman
- Stephen L. Ford, Vice Chairman
- William Nies, Member
- Clarence B. Eaton, Member
- S. G. Johnson, Member
- Hugh W. McNulty, Member
- Arthur Alber, Registrar & Executive Secretary

Absent:

- Walter Trepte, Member.

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As a result of the last meeting of the Board, at which time it was decided that additional inspectors should be

appointed, the Secretary reported that three had already been appointed and he was awaiting certification of a fourth one. Those appointed were Norman S. Naughten, assigned to the San Mateo district, and Buren Thorleifson and Edgar C. Westbrook, assigned to the Los Angeles area.

The Secretary further reported that Ralph S. Bowdle, Deputy Registrar, had been permanently transferred to the Los Angeles Office.

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Mr. Fred A. Taylor, Assistant Director of the Department, visited the meeting for a few moments and discussed various matters with the Board.

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A discussion was held on the existing Rules and Regulations and it was moved by Mr. Nies and seconded by Mr. Eaton that the Rules and Regulations of the Board be referred to the Rules and Regulations Committee for revision in order that they might be brought up to date, and, after such revision, that they present them to the Board for approval. Unanimously carried.

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Mr. Alber announced to the Board that on February 11, 1939, a promotional examination would be given for Deputy Registrar of Contractors to fill the vacancy caused by the resignation of I. L. Swearingen, stating that the examination will be held in Los Angeles, San Francisco and Sacramento, and that all inspectors who are qualified to take the examination will receive notice of same.

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The Secretary informed the Board that a letter had been sent to all licensed architects requesting that they advise prospective bidders for reconstruction contracts that the bid contain a statement that the bidder is a California licensed contractor. A letter addressed to both architects and engineers was printed in the December issue of the bulletin "California Licensed Contractor" containing similar information as set forth in the letter to the architects. A copy of the bulletin was sent to each licensed civil engineer, there being about 5500 in the State.

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The regular meeting of the Contractors' License Board adjourned at 5:10 P.M., to reconvene again Saturday morning at 10:00 A.M. for the purpose of taking up unfinished business.

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SATURDAY - JANUARY 7, 1939  
10:30 A.M.

The regular meeting of the Contractors' State License Board was called to order by Chairman Roy M. Butcher at 10:00 A.M., Saturday, January 7, 1939, at Sacramento, California, to take up unfinished business.

The following were present:

Roy M. Butcher, Chairman  
Clarence B. Eaton, Member  
Stephen L. Ford, Vice Chairman  
S. G. Johnson, Member  
Hugh W. McNulty, Member  
William Njes, Member  
Arthur Alber, Registrar & Executive Secretary.

Absent:

Walter Trepte, Member.

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Due to the absence of one of the members of the Rules and Regulations Committee on the previous day, a further discussion regarding revision of the existing Rules and Regulations was entered into, following which a motion was made by Mr. Nies and seconded by Mr. McNulty that the Rules and Regulations be revised and presented to the Board at its next quarterly meeting, and that the Registrar cooperate with the Committee toward that end. Unanimously carried.

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Mr. McNulty, Chairman of the Legislative Committee, reported on the activities of his Committee, following which a long discussion was held.

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Discussion was held on the subject of increasing the renewal fee. Motion was made by Mr. Nies and seconded by Mr. Eaton that the Board be given power to increase the renewal fee at its discretion from five dollars to not to exceed ten dollars, and that the Legislative Committee take such steps as necessary to see that a bill to that effect is introduced in the Legislature.

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The Registrar was instructed by the Chairman to take such steps as necessary to see that a bill is introduced whereby the Attorney General's office would represent the members of the Board and the personnel of this Department in the event of a suit being filed for some cause arising out of their duties in connection with this department.

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A further lengthy discussion was entered into regarding the advisability of posting, for a period of ten days, the names of all applicants eligible for license in order that anyone having any objection to a license being issued to an applicant may file a written protest with the Registrar of Contractors, 423 State Office Building, Sacramento, California, within this ten-day period. It was the opinion of the Board that this would enable the industry to bring to the attention of the Registrar any applicant who could not qualify under Section 5, subdivision (2) of the Act. Also, posting these names would give each inspector an opportunity to know who had filed an application for a license in his district.

Motion was made by Mr. Nies and seconded by Mr. Eaton that beginning January 16, 1939, the names of all applicants eligible for license be posted, for a period of ten days, in the Los Angeles, San Francisco and Sacramento offices, and such other offices where inspectors have headquarters; this motion, however, not to apply to joint venture applicants. Unanimously carried.

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General discussion was had relative to the progress of the department in the past year and the work done; also a round-table discussion relative to the future of the construction industry and the problems with which the Board would have to meet in the future.

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Motion was made by Mr. Nies and seconded by Mr. Ford

that the regular meeting of the Contractors' State License Board adjourn, to reconvene at the call of the chair. Unanimously agreed.

The regular quarterly meeting of the Contractors' State License Board adjourned at 1:40 P.M.

*Arthur J. Allen*  
Executive Secretary

Reported by:

State Building  
400 State Office Bldg.  
Sacramento, California

Mr. A. J. Allen, Secretary  
Mr. J. H. ...  
Mr. ...  
Mr. ...  
Mr. ...

Mr. ...  
Mr. ...  
Mr. ...

Minutes of the meeting of the Contractors' State License Board held at the State Office Building, Sacramento, California, on the 15th day of ... 19...

Approved and reported by the Executive Secretary, Arthur J. Allen.