

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF ACCOUNTANCY
November 28, 2006
APPROVED MINUTES**

1. The meeting was called to order at 9:05 a.m.

Members present: Pamela J. Douglass, CPA, Chairperson; Lee M. Spivey, Jr., CPA, Vice Chair; Claire LaVoie, CPA, Secretary; Cairn G. Cross, Public member and John Borch, CPA, Board member

OPR Staff present: Carla Preston, Unit Administrator; Kara Shangraw, Administrative Assistant

2. The chair called for approval of the October 24, 2006 minutes. Ms. LaVoie made a motion, seconded by Mr. Spivey to approve the minutes as read.

3. **Hearings/Stipulations – N/A**

4. **Complaints/Follow-up cases – N/A**

5. **Reports – N/A**

6. **The Board reviewed and discussed the following applications for licensure:**

A motion was made and seconded to approve the following applicants for licensure based on their completed applications. Mr. Spivey made a motion, seconded by Ms. LaVoie, to approve the following for licensure. Motion passed unanimously.

| | |
|---|----------------------------------|
| Christopher Scudellari – Endorsement | McKay, David A. – Endorsement |
| Jessica Sherwood – Examination | Crowe Chizek & Co., LLC – Firm |
| Christopher Lee – Endorsement | April Lagacy – Examination |
| Joanne Pencak – Reinstatement | Hugh Rawlins – Reinstatement |
| Aarron W. Mace – Reinstatement | Kevin Cote – Examination |
| Cohen, Rutherford & Knight, P.C. – Firm | Glen Von Bernewitz – Endorsement |

The Board reviewed the applications listed below and noted that documents were either missing or unacceptable to complete their applications. Applicants will be notified of the Board's findings.

Francis Conrad – Reinstatement – The Board requested that Mr. Conrad provide details of his CPE taken from October 2004 through October 2006 on our form. The Board would like Mr. Conrad to show his 8 hours of Auditing and Accounting and 4 hours of ethics based on the AICPA Code of Conduct or the

Vermont Statutes, with a full description of the courses and how they contribute to his competency as a CPA.

Daniel J. Streeter, PLLC – Firm – The Board requires a copy of the Certificate of Authority from the Corporations Division in Vermont.

David Knutte – Endorsement – The Board found that there was no indication of disciplinary action from New Mexico, Tennessee or Kansas.

Isabel Rodriguez – Examination – The Board is requesting a letter from her supervisor describing how her experience as an internal governmental auditor meets our requirements.

Jeffrey S. Muzio – Endorsement – The Board had questions regarding disciplinary action, and whether Mr. Muzio’s has renewed his Rhode Island license.

Robert H. Monnes – Endorsement – The Board is questioning how he endorsed from Connecticut as an RPA to Massachusetts as a CPA

Marianne Treglia – Endorsement – The Board requested more information on the H & R Block Tax Course that Ms. Treglia was claiming for CPE.

Knutte & Associates – Firm – The Board found that the application did not have a recent peer review

7. AICPA Correspondence

8. NASBA Correspondence

The Board reviewed the “State Board Report.”

9. Correspondence

The Board reviewed the miscellaneous correspondence.

10. Public Comments

11. Other Board Business

12. There being no further business, the meeting was adjourned at 1:00 p.m.