

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF ACCOUNTANCY
October 24, 2006
APPROVED MINUTES**

1. The meeting was called to order at 9:10 a.m.

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

Members absent: Cairn G. Cross, Public member

OPR Staff present: Carla Preston, Unit Administrator; Patty Skinner, Administrative Assistant and Kevin Leahy, Board Counsel

2. The chair called for approval of the September 26, 2006 minutes. **Approval of the Minutes** of the September 26, 2006 meeting.

3. **Hearings/Stipulations**

4. **Complaints/Follow-up cases**

5. **Reports**

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. Motion passed unanimously

Michael Kane – Reinstatement	Richard Moss – Reinstatement
Richard Caffarelli Jr. – Endorsement	Leigh Phillips – Examination
Michele Cloutier – Examination	Aaron Songer – Endorsement
Linda Lambert – Endorsement	Daniel Streeter – 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.

Aaron Mace – Reinstatement – The Board found that Mr. Mace was missing his ethics course.

Donald Jenkins – Reinstatement – The Board found Mr. Jenkins application was incomplete.

Crowe Chizek & Co. LLC – Firm Reg. – The Board found that Crowe Chizek & Co. LLC was missing a peer review.

Kevin Cote – Examination – The Board found that the supervisors report had been filled out incorrectly.

Daniel J. Streeter, PLLC – Firm – The Board found that this firm had not registered with the State of Vermont Corporations Division, and a copy of the by-laws would be required.

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.