

Vermont Secretary of State  
Office of Professional Regulation  
**BOARD OF PUBLIC ACCOUNTANCY**  
**MARCH 22, 2005**  
**MINUTES**

**1. The meeting was called to order at 9:04 a.m.**

Members present: Jeffrey A. Graham, CPA, RPA, Chairman; Pamela J. Douglass, CPA, Vice Chair; Lee M. Spivey, Jr., CPA and Cairn Cross, Public Member. Member Absent: Claire LaVoie, CPA, Secretary.

OPR Staff present: Christopher D. Winters, Board Counsel; Angela Stanski, Prosecuting Attorney, Carla Preston, Unit Administrator and Patty Skinner, Administrative Assistant.

Others Present: Karl C. Anderson, Esq.

**2. The Chair called for approval of the Minutes of the January 25, 2004 meeting. The Board stated that CPA should be added after Claire LaVoie's name. Mr. Spivey made a motion, seconded by Ms. Douglass, to approve the Minutes of the January 25<sup>th</sup> meeting with the correction made. Motion passed unanimously.**

**3. Hearings/Stipulations**

- a. At 9:00 a.m. the Board held a Summary Suspension Hearing in the matter of Docket Nos. AC07-0402 and AC01-0702 regarding Elizabeth Campbell. Karl Anderson, Esq. was present to represent Ms. Campbell. Attorney Winters presided for the Board. The Board went into deliberative session at 9:30 a.m. and out at 9:41 a.m. Mr. Spivey made a motion, seconded by Cairn Cross, to grant the state's request for a summary suspension of Ms. Campbell's license. Motion passed. Ms. Douglas did not participate in the vote.

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

- a. Mr. Spivey, made a motion, seconded by Mr. Cross, to approve the following applications for licensure based on their completed applications. Motion passed unanimously.

Mark E. Ballew – Endorsement	Marie K. Braveran – Endorsement
Peter J. Siciliano – Endorsement	Donald Turner – Score Transfer
Vitale, Caturano & Co. Ltd. - Firm	

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

**Denise Reineri-Sullivan – (Score Transfer)** The Board reviewed Ms. Reineri-Sullivan’s application, but was unable to approve it as submitted. Ms. Reiner-Sullivan needs to complete another 400 hours of experience.

**Mr. Satelmajer – (Endorsement)** The Board reviewed Mr. Satelmajer’s application, but was unable to approve it as submitted. Based on the information provided, Mr. Satelmajer does not meet the five and ten requirement, therefore, he would have to submit his transcripts and proof of an eight hour ethics course.

**Karen L. Stuckey – (Endorsement)** The Board reviewed Ms. Stuckey’s application, but was unable to approve it as submitted. Ms. Stuckey had insufficient CPE’s .

**Roger P. Sigurdson – (Endorsement)** The Board reviewed Mr. Sigurdson’s application, but was unable to approve it as submitted. Mr. Sigurdson must submit a syllabus on the CPE credits submitted after 07/22/04. The Board concluded that Mr. Sigurdson needs another 20 credits for licensure to qualify for licensure.

**4. AICPA Correspondence**

**5. NASBA Correspondence**

- a. The Board reviewed and noted the State Board Report for February 2005.
- b. The Board reviewed and noted the Preliminary Report of Scoring for 04.Q4.

**6. Miscellaneous Correspondence**

- a. The Board reviewed and noted “*PLI’s Guide to the SARBANES-OXLEY ACT for Business Professionals.*”
- b. The Board reviewed and noted the email from Amy Puchrik-Veins regarding a Donna Anderson claiming she was a member of the Vermont Board and asking questions about the staff of John Davis & Associates, CPA’s.

**7. Public Comments**

**8. Other Business Introduced by the Board**

- a. The signing of certificates was tabled, since the secretary was absent.

**9. Newsletter Topics**

Board Members were assigned topics for draft articles on the following subjects:

CPE

Audit & Attest Functions

Ethics

Time line for peer reviews (earliest date to accept peer review for new renewal period)

**10. There being no further business, the meeting was adjourned at 12:30 p.m.**