

**Office of Professional Regulation  
Real Estate Commission**  
Corner of State and Main in the City Center  
89 Main Street  
3<sup>rd</sup> Floor  
Montpelier, VT 05602

**Minutes  
April 24, 2014 – 9:15 AM**

**Commission Members and Staff Present:** Joyce Cameron, Gloria Rice, Maretta Hostetler, Claire Porter, David Raphael, Mark Thibeault and Judith Griffen **Members Absent:** Michelle Gosselin  
**Public members Present:** Katrina Spaulding, George Bombara, Steve Robbins, Lori Holt, Teresa Merelman, Nicole Senecal, Betsy McEnaney, Randy Mayhew.

1.     **8:30     Education Committee**
2.     **9:15     Commission Meeting – Called to Order at 9:18 a.m.**
3.     **9:20     Approved March 27, 2014 minutes**
4.     **9:25     Case Manager's Report**

There are eighty-two (82) open cases at this time. Nine (9) have been recommended for closing, thirteen (13) are pending I-Team meetings, thirteen (13) are on hold, thirty-two (32) are under investigation, six (6) are pending charges, one (1) is pending a hearing and eight (8) have charges filed.

Number of Active Licensees as of April 17, 2014

Brokers:	981
Salespersons:	1129
Brokerage Firms - Main Offices:	518
Brokerage Firms - Branch Offices:	72

5.     **9:30     Closing Reports**
  - a.     2012-229 and 2012-230 – approved
  - b.     2013-343, 2013-344 and 2013-345 – tabled for further review  
There was a motion to approve the closing report followed by a motion to go into deliberative session. The Commission came out of deliberative session and the motion to approve was withdrawn. There was a new motion to refer the closing report back to the I-Team for further review.
  - c.     2013-599 and 2013-618 – approved
6.     **9: 45     Old Business:**
  - a.     Agency Workgroup Update was given by David Raphael. The last meeting was very productive and involved reviewing other states' agency language. The Committee is moving forward with another meeting today reviewing draft language for Vermont. There will possibly be draft proposed language for the Commission to review at the next meeting.
  - b.     The OPR Bill is moving along. Commissioner Raphael testified at Senate Gov Ops. The bill has not been voted on in the Senate, but is expected to be in the coming weeks.
  - c.     Licensure Renewals are progressing. The Commission requested that Raphael work with the administration to send a letter to the brokers who failed to renew, reminding them that the administrative rules prohibit them from practicing without an active license. For principal brokers and brokers in charge of branch offices, it also means that any licensees associated with them are prohibited from practicing.
  - d.     2014 Calendar, Initiatives, and Priorities

- ~~Home Inspector licensing~~

- Agency changes and corresponding statute/rule changes

Raphael noted that work has begun on draft language in anticipation of the OPR Bill's passage.

- Creation of a ticket process for minor administrative rule violations

Carla Preston has developed a draft matrix relating to continuing education. It will come before the Commission for review.

- Education policy revisions

The draft version that the Education Committee has been reviewing has been sent to the entire Commission. Commissioner Thibeault has requested that members submit comments back to him.

- Review of all application and forms

- ~~Maintenance of a full and complete Commission with no vacancies~~

- Creation of an attendance and communication policy for Board Members

- Mandatory course for next renewal cycle

**7. 10:00 New Business:**

- a. 2014-2016 Renewal Cycle Mandatory Course was discussed. The Commission agreed that rather than create a detailed outline, similar to the last mandatory course, it would focus on the course's goal and provide educators a brief outline as guidance. The high level goal for this mandatory course is the "changing landscape" in real estate, with a focus on state and national law changes, regulations, and trends. It was agreed that agency needs to be covered as well as a review of recent disciplinary decisions. The outline will be revised and sent to members for their input.
- b. Commissioner Raphael noted that he presented to the Lamoille County Board of Realtors two weeks ago and will be doing the same for the Windsor County Board of Realtors next week. He noted that he has been in front of several hundred licensees and most appreciate the update on the administrative rule changes.

**8. Public Comment**

There were comments presented about missing the hard copies of the administrative rules that used to be mailed to licensees. A couple of licensees weighed in on feeling that brokers know when they need to renew and that sending them a letter felt like handholding that was not necessary.

**9. Adjournment 10:32**

**Next Scheduled Meeting – May 22, 2014**

The "Agency Workgroup" will hold its next meeting following the full VREC meeting.

**Real Estate Education Committee**  
**Courses for review**

Provider/Title	Requested # of Hours	Renewal?	Approved	Approved # of Hours	Denied	Comments
<b>Sterling Education Services, Inc</b>						
1. Landlord-Tenant Law	8	No	Yes	4		Approved for less hours
<b>American School of Real Estate Express, LLC</b>						
2. A New Look at Contract Law	3	No	Yes	2		Approved for less hours
3. A Day in the Life of a Buyer Agent	3	No	Yes	2		Approved for less hours
4. Basics of Green Building for Real Estate	3	No	Yes	2		Approved for less hours
5. Code of Ethics	3	No	Yes	2		Approved for less hours
6. Commercial Real Estate: From the Beginning	4	No	Yes	2		Approved for less hours
7. Fair Housing	4	No	Yes	2		Approved for less hours
8. How to Work with Real Estate Investors – Part 1	3	No	Yes	2		Approved for less hours
9. Liens, Taxes & Foreclosures	3	No	Yes	2		Approved for less hours
10. Mortgages, Loans & Laws – How they Help Your Client	3	No	Yes	2		Approved for less hours
11. National Marketing, Negotiations & Closing the Sales	3	No	No	0		Denied
12. Niche Marketing: Narrow Your Focus	3	No	No	0		Denied
13. Real Estate Safety: Protect Yourself During a Showing	3	No	Yes	2		Approved for less hours
14. Short Sales	2	No	Yes	2		Approved for less hours
15. Power of Exchange: Discover the Value of 1031 Tax Deferred Ex	3	No	Yes	2		Approved for less hours
16. What Real Estate Professionals Need to Know about FHA	4	No	Yes	3		Approved for less hours
<b>Vermont Realtors</b>						
17. How to Obtain a Mortgage Approval	3	No	Yes	2		Approved for less hours
18. Reading Financial Statements	3	No	Yes	2		Approved for less hours
19. Creating a Credit Worthy Customer	3	No	Yes	2		Approved for less hours
<b>Continuing Ed Express</b>						
10. How the Federal Reserve Predicts & Shapes Your Future	4	No	Yes	2		Approved for less hours
11. Seller Counseling: From Listing to Closing	3	No	Yes	3		
<b>The CE Shop</b>						
2012-2014 Renewal Cycle Mandatory Course	4	No	Tabled	0		Need to take out reference to the code of ethics