

**Vermont Secretary of State
Office of Professional Regulation
BOARD OF ACCOUNTANCY
MINUTES
JANUARY 23, 2007**

1. **The meeting was called to order at 9:14 a.m.**

Members Present: Pamela J. Douglass, CPA, Chairperson; Claire LaVoie, CPA, Secretary and John Borch, CPA, Board member.

Members Absent: Lee M. Spivey, Jr., Vice Chair and Cairn G. Cross, Public member

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

Others Present: Donald Posner of American Tax

2. **The chair called for approval of the December 19, 2006 minutes. Mr. Borch made a motion, seconded by Ms. LaVoie, to approve the minutes as read. Motion passed unanimously.**
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:**

Mr. Borch made a motion, seconded by Ms. LaVoie, to approve the following for licensure. Motion passed unanimously.

Peter Battelle – Reinstatement
William Baker – Endorsement
Robert Pace – Examination
David Knutte – Endorsement

Amy Lefebvre – Examination
Jason Pisarik – Endorsement
Knutte & Associates – Firm

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.

Claudia Brousseau – Examination – The Board found that this applicant did not meet the independence issues, and that her supervisor (Mr. Warburton) did not enter an ending date on her "Report of Supervised Experience" form.

Telling & Associates – Firm - The Board found that there was no mention in the bylaws or Articles of Incorporation regarding majority of shareholders being licensed CPA's.

Treglia Posner Assoc. – Firm – The Board found that there was no mention in the bylaws or Articles of Incorporation regarding majority of shareholders being licensed CPA's.

7. AICPA Correspondence

- a. Letter with information regarding changes in candidate fees for the Uniform CPA Examination was reviewed by the Board.

8. NASBA Correspondence

- a. State Board Report was reviewed by the Board

9. Correspondence

- a. The Board reviewed all of the correspondence.

10. Public Comments

11. Other Board Business

- a. The Board spent several hours reviewing the changes that need to take place for Rule making next year.
- b. Cases outstanding- number/timing of future hearings – Numbers were not available at this time.
- c. The Board gave the administrative assistant and unit administrator the authority to review information coming in and make determinations regarding compliance to the Boards concerns in regard to the CPE audits.

12. There being no further business, the meeting was adjourned at 4:17 p.m.

The next meeting of the Board of Accountancy will be April 24, 2007