

Vermont Secretary of State  
Office of Professional Regulation  
**BOARD OF PUBLIC ACCOUNTANCY**  
**MAY 03, 2005**  
**MINUTES**

**1. The meeting was called to order at 8:04 a.m.**

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

OPR Staff present: Carla Preston, Unit Administrator and Patty Skinner, Administrative Assistant.

**2. The Chair called for approval of the Minutes of the March 22, 2005 meeting. Mr. Spivey made a motion, seconded by Ms. Douglass, to approve the Minutes of the March 22<sup>nd</sup> meeting as read. Motion passed unanimously.**

**3. Hearings/Stipulations/Reports**

- a. The Board reviewed a Report of Concluded Investigation in the matter of AC01-1203. Mr. Spivey made a motion, seconded by Ms. LaVoie, to accept the Investigative Team's recommendation and concluded this matter without action. Motion passed unanimously.

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

- a. Ms. LaVoie made a motion, seconded by Ms. Douglass, to approve the following applications for licensure based on their completed applications. Motion passed unanimously.

Maureen Cross – Examination	David Eaton – Score Transfer
Claire Esten – Endorsement	Carolyn Hayward – Examination
Denise Reiner-Sullivan – Score Transfer	Gary P. Marini – Endorsement
Ronald J. Theissen – Endorsement	Sherry A. Haggerty – Firm

Upon re-evaluation of Karen L. Stuckey by Endorsement, Mr. Spivey made a motion, seconded by Ms. LaVoie, to approve her application for licensure. Motion passed unanimously.

- 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.

**Stephen Adamowicz – (Endorsement)** The Board reviewed Mr. Adamowicz's application, but was unable to approve it as submitted. The Board noted that Mr. Adamowicz will need to provide an additional 5 more credits, or certification from the Boston Tax Institute.

**Andrew Besso – (Examination)** The Board reviewed Mr. Besso's application, but was unable to approve it as submitted. The Board noted that Mr. Besso will need 10 Business credits, a business statistics course, experience and a summary of all credit hours.

**Lindsey Donovan – (Examination)** The Board reviewed Mr. Donovan's application, but was unable to approve it as submitted. The Board noted that Mr. Donovan will have to complete the eight hours of Ethics prior to licensure.

**Olivia D'Avanzo – (Examination)** - The Board reviewed Ms. D'Avanzo's application, but was unable to approve it as submitted. The Board noted that there was an issue with the experience being in captive insurance.

**Robert Lawrence – (Examination)** -The Board reviewed Mr. Lawrence's application, but was unable to approve it as submitted. The Board noted that Mr. Lawrence's application was over eight years old, and that he would either have to retake the examination or obtain a license in another state and endorse into Vermont.

**Rodger Sigurdson – (Endorsement)** – The Board reviewed Mr. Sigurdson's application, but was unable to approve it as submitted. The Board reviewed the syllabus that was submitted, but still has questions on the content of the CPE's .

**Ayako Uchinokura – (Examination)** -The Board reviewed Ms. Uchinokura's application, but was unable to approve it as submitted. The Board noted that Ms. Uchinokura would have to show how her experience with the Canadian Institute of Bookkeeping parallels to Rule 5.9. The Board would require information on Ms. Uchinokura's experience under Rob Scullion, and what type of a company she was working for.

**Jessica Wong – (Endorsement)** - The Board reviewed Ms. Wong's application , but was unable to approve it as submitted. The Board noted that Ms. Wong did not meet the 5 in 10, and would require the additional information, along with an update of her CPE's .

**5. AICPA Correspondence**

- a. The Board noted the current copy of the exposure draft issued by the AICPA.

**6. NASBA Correspondence**

- a. The Board reviewed the Report on the status of the computerized Uniform CPA Examination, January 1 through February 28, 2005.
- b. The Board noted the email from Tom Kenny regarding CBT Status Report
- c. The Board noted the email from Tom Kenny regarding a CPA Exam Alert
- d. The Board noted the email from Joe Cote regarding the fee increase
- e. Letters from the Texas State Board of Accountancy, California Board of Accountancy and the W. Virginia Board of Accountancy regarding the fee increase for the examination were noted by the Board
- f. The Board noted the letter from NASBA requesting boards to submit their recommendations for next year's Nominating Committee, Directors-at-Large and Regional Directors.
- g. The Board noted the letter to NASBA from the Nebraska State Board of Accountancy regarding how unhappy they are with the CBT slow score release and fee increases.

**7. Miscellaneous Correspondence**

- a. The Board reviewed the email from Chris Wigington asking a question regarding the acceptance of advisory fees. The Board stated that the fees could be collected if the client was not an attest client.
- b. The Board noted the email from FACS regarding course by course evaluations that they will provide in the future.
- c. The Board noted the letter from the CPA Examination Review Board regarding 05.Q1.

**8. Public Comments**

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

- a. Signing of certificates
- b. The Board cancelled their meeting for May 24<sup>th</sup> and rescheduled for May 30<sup>th</sup>.
- c. The Board reviewed the draft Endorsement Form, and made the necessary changes.
- d. The Board discussed Norman E. Favor's response to our April 4, 2005 letter. Mr. Cairn will be calling Mr. Favor to obtain further information.

**10. Newsletter Topics**

**11. There being no further business, the meeting was adjourned at 11:45 a.m.**