



# **Real Estate Commission**

## **Office of Professional Regulation, Vermont Secretary of State**

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### Minutes

Thursday, August 24, 2017

Commission Members Present: David Raphael, Donna Murray, Joyce Cameron, Wendy Beach, and Mikail Stein. Absent: Gloria Rice Office of Professional Regulation Personnel: S. Lauren Hibbert and Judith Griffen Others Present: Michael Calcagni, Betty McEnaney and Matt Musgrave.

**1. 8:30 Education Committee**

- a. See attached Education Committee Report

**2. Called to Order at 9:30 a.m.**

**3. Changes to the agenda**

- a. Added course to education grid for review

**4. Approved minutes from July 27, 2017 meeting with additions to the minutes.**

There was a motion made and second to approve additional minutes supplied to the Commission. The motion was seconded. After discussion the motion was amended to approve the minutes with additions from the additional minutes. This motion was seconded. The motion passed unanimously.

**5. Disciplinary Matters**

- a. Enforcement Report was given by Carla Preston

The Commission has ninety-four (94) open cases, five (5) new cases in intake, twenty (20) pending Investigative Team meetings, thirty-two (32) are under investigation, ten (10) are pending charges, twenty-three (23) are pending closing reports and four (4) have charges filed.

**6. Topics for Discussion**

- a. David asked the Commission if there were any volunteers for the education committee because he would like step down from his role as the chair of the committee. The Commission will let David know at a later date. There was also brief discussion on changing the way the Commission reviews education. This will be back on the agenda for further discussion in the October meeting.

## **7. Administrative Updates**

- a. There was a lengthy discussion with Director Colin Benjamin regarding OPR administrative services to the Commission and the roles of both the Commission and OPR. The Commission was advised to review Act 48 on the legislative website. The office will also be doing more education on the roles in the future.

## **8. Education Course Review Report**

The Commission reviewed the table of courses and corresponding notes from the Education Committee. There was a motion and second to approve the report with changes. The motion passed unanimously.

## **9. Other Business**

- a. Time of Sale Disclosures was briefly discussed to give the public members a better understanding of what time of sale disclosure was.
- b. Continuing Education Provider Application was discussed in the education Committee. There will be changes to #4 in the directions to the application. David will send the exact verbiage to Judith for updating.

## **10. Correspondence – None**

## **11. Public Comment – None**

## **12. Adjournment at 11:26 a.m.**

Click [here](#) to join the meeting remotely

Next Scheduled Meeting – Thursday, October 26, 2017  
Please check the office [website](#) for updates