

**Office of Professional Regulation
National Life Building North Fl 2, Montpelier, VT**

**Real Estate Commission
Approved Minutes**

February 19th, 2008 - 9:00 a.m.

Commission Members Present:

**Susan Matthews, Chair
Elizabeth Wilkel**

**Gloria Rice
Claire Porter**

Herb Beggs

Commission Members Absent:

Maretta Hostetler

Tara Dowden, Vice-Chair

Staff Members Present:

**Rita Knapp, Administrator
Kevin Leahy, Legal Counsel**

Judith Griffen, Administrative Assistant

Members of the Public Attending:

William Warren

Nancy Gale

David Raphael

J. David Bray

Jeff Sikora

Bob Hill

Kathleen Sweeten

Sharon Beal

John Beal

Wenda Bird

Gordon Miller

Charles Bolton

Randy Mayhew

1. **Call to order at 9:07 a.m.**
2. **Approved January 24, 2008 minutes:**
3. **Chair's Comments:**

The Real Estate Commission would like to recognize Richard (Dick) Thurston, and Mary Davis Tope for their many years of outstanding service to the real estate industry, and their years of service as members of the Vermont Real Estate Commission. Mary W. Davis Tope died Saturday, February 16, 2008, in Ludlow. Richard L. (Dick) Thurston, died Tuesday, Jan. 29, in East Montpelier. The Commission extends their heartfelt sympathy and condolences to their families. Both Mary and Dick gave countless volunteer hours to the Commission and their diligent work is reflected in the profession to this day.

4. **Administrator's Report:**

Status of Unprofessional Conduct Cases was reviewed, the Commission is now at an all time low of only 39 pending cases.

5. **Scheduled Licensing/Disciplinary Matters:**

Mike Maniery – Preliminary Denial Hearing – Rob Backus prosecuting attorney was present. Mike Maniery was present by phone. The Commission has tabled this matter while it awaits additional information and will be brought back to the Commission once the requested information is received.

6. **Concluded Reports:**

- a. **REC37-0607 – I-Team member, Susan Matthews – approved**
- b. **REC08-0807 – I-Team member, Tara Dowden – approved with changes**

7. Discussion Items:

- a. **CE Education for Course Instructors.** Rick John participated by phone and asked the Commission to reconsider its original position and waive all CE required for for course instructors instead of just four hours. The Commission considered Mr. John's request and stands with their original decision to allow the waiver of only four hours.
- b. **Kathleen Sweeten, Exec. VP, VREIN** was present to discuss Web Advertisements and IDX. The Commission discussed their concerns over the formatting of the IDX information, and emphasized it is important for the general public to understand who has listed the properties. Kathleen indicated that VREIN will be meeting to discuss many of those issues in the near future. The Commission asked Kathleen to keep them informed.
- c. **The Commission reviewed the Guidelines for assistants working in a real estate office.** An Advisory Opinion was adopted by the Commission and will be referenced in the upcoming newsletter and be placed on the Commission's web page.
- d. **Draft of the newsletter was reviewed, no changes were made.** Rita will prepare the final formatted draft in March.
- e. **Final proposed Rules for LCAR were approved by the Commission.** The Final Rules will be filled with LCAR and posted on the Commission's web page.

8. Next Scheduled Meeting: TBA

9. Adjournment: 1:00 p.m.