

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

**Real Estate Commission  
Minutes**

September 24, 2009 – 10:00 a.m.

**Location: National Life Building North Fl 2, Montpelier, VT Conference Room A**

**Commission Members Present:**

Herb Beggs

Elizabeth Wilkel

Gloria Rice

Tara Dowden

Maretta Hostetler

Michelle Gosselin

**Commission Members absent:**

Claire Porter

**Staff Members Present:**

Rita Knapp, Administrator

Kevin Leahy, staff attorney

Judith Griffen, Administrative Assistant

1. 9:00 Education Committee
2. 10:00 Commission meeting - Called to Order at 10:01 a.m.
3. Approved August 20, 2009 minutes with corrections.
4. Chair's Comments: Maretta discussed the changes that will be occurring in preparation for future Commission meetings.
5. Administrator's Report: Status of Unprofessional Conduct Cases was discussed and reviewed.
6. 10:30 Scheduled Licensing/Disciplinary Matters: None
7. Concluded Reports:
  - a. 2008-338 – I-team member, Maretta Hostetler – approved with corrections
  - b. 2008-275 – I-team member, Susan Matthews – approved with corrections
  - c. 2009-136 – I-team member, Tara Dowden – approved with corrections
8. Discussion Items:
  - a. Buyer broker and Randy's draft language on the Mandatory Consumer Disclosure form were briefly discussed but will be continued to the November meeting when everyone will be present for the discussion.
  - b. Maretta discussed the ARELLO conference. Maretta will be attending.
  - c. Rita handed out articles that will be in the next newsletter and will have a final draft ready for the next meeting once she receives all articles that will be included.
  - d. Election of officers took place and Chair will be Maretta Hostetler, Vice Chair will be Elizabeth Wilkel and Secretary will be Gloria Rice for the term beginning January 1, 2010.
  - e. Elizabeth Wilkel explained a little about RESPA and all the new changes that are coming into effect starting in July.

9. **FYI:**
  - a. **Kevin Leahy's response to Nneren**
  - b. **Maretta's letter to VREIN regarding the Declaratory Ruling**
10. **Public Comment:**
11. **Next Scheduled Meeting: October 22, 2009**
12. **Adjournment at 11:34 a.m.**

## **Real Estate Education Committee**

### **Courses for review**

**September 24, 2009**

#### **Quality Workshops**

40 hour Pre-licensing course (broker and Salesperson) for 40 hours online - **approved**

#### **McKissock**

Closing Procedures and Settlement costs for 6 hours Online – **denied**

Safety Precautions for Real Estate Professionals for 3 hours online – **denied**

Real Estate Ethics and Communications for 3 hours online – **denied**

#### **Pagnucco Dispute Resolutions**

Introduction to Conflict Resolution Skills for Real Estate Professionals for 4 hours classroom – **approved**

#### **Around Vermont and New Hampshire**

Independent Contractor Course for 4 hours online – **approved**

#### **Vermont Association of Realtors**

Green Home Construction: A Workshop for Real Estate Licensees and Appraisers for 4 hours online – **approved**