

REAL ESTATE BOARD  
MINUTES OF MEETING

March 27, 2013

The Real Estate Board met at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The following Board members were present:

Joseph Funkhouser, II, Chair  
Santee Ferebee, Vice-Chair  
Anh Tu Do  
Lynn G. Grimsley  
Catherine M. Noonan  
Steve Hoover  
Clifford Wells

DPOR staff present for all or part of the meeting included:

Gordon Dixon, Director  
Nick Christner, Deputy Director  
Mark Courtney, Senior Director  
Christine Martine, Executive Director  
Liz Hayes, Fair Housing Administrator  
Candace Howard, Legal Analyst  
Kevin Hoeft, Education Administrator  
Jeff Williams, Board Administrator  
Emily Trent, Administrative Assistant

Steven Jack and Tom Payne from the Office of the Attorney General were present.

Mr. Funkhouser called the meeting to Order at 9:02 A.M.

**Call to Order**

A motion was made by Mr. Wells and seconded by Ms. Ferebee to approve the agenda. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**Agenda**

A motion was made by Mr. Wells and seconded by Ms. Noonan to adopt the following minutes: January 22, 2013, Informal Fact-Finding Conference; January 23, 2013, Informal Fact-Finding Conference; January 24, 2013, Informal Fact-Finding Conference; January 24, 2013, Real Estate Board Meeting; February 6, 2013, Informal Fact-Finding Conference; February 13, 2013, Informal Fact-Finding Conference; and February 20,

**Minutes**

2013, Informal Fact-Finding Conference. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

There was no public comment.

Liz Hayes, Fair Housing Administrator, updated the Board on the current Fair Housing case load.

In the matter of **Mary Linda Mann v. Tedd Beck, Sheila Dougherty, and NRS?ATG, LLC, T/A Neighborhood Realty Services NRS, REB File Number 2012-03547**, the case was deferred to the next Board meeting.

In the matter of **MyShanniece Tabron v. F & W Management Corporation, LP, Cyndi Morris, Cynthia D. Sims, Gwen Ryan and Sherry Milliron, REB File Number 2012-03857**, the Board reviewed the record which consisted of the Final Investigative Report, and Case Analysis and Recommendation. A motion was made by Ms. Ferebee and seconded by Mr. Wells to find no reasonable cause. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

In the matter of **Betty Jones v. Jamaar Sanders, Caroline Scymanski and Harbor Group Management Company, REB File Number 2012-01853**, the Board reviewed the record which consisted of the Final Investigative Report, and Case Analysis and Recommendation, and Official Consultation from the Office of the Attorney General.

At 9:14 A.M., Mr. Wells offered a motion which was seconded by Ms. Ferebee, that the Board meeting be recessed and that the Real Estate Board immediately reconvene in closed meeting for the purpose of consultation with legal counsel pertaining to legal matters within the jurisdiction of the Board as permitted by §2.2-3711.A.7 of the *Code of*

## Public Comment

### Fair Housing Administrator’s Report

Mary Linda Mann v.  
Tedd Beck, Sheila  
Dougherty, and  
NRS?ATG, LLC,  
T/A Neighborhood  
Realty Services NRS,  
REB File Number  
2012-03547

MyShanniece  
Tabron v. F & W  
Management  
Corporation, LP,  
Cyndi Morris,  
Cynthia D. Sims,  
Gwen Ryan and  
Sherry Milliron,  
REB File Number  
2012-03857

Betty Jones v.  
Jamaar  
Sanders, Caroline  
Scymanski and  
Harbor Group  
Management  
Company, REB File  
Number 2012-01853

## Closed Session

*Virginia.* The following non-members will be in attendance to reasonably aid the consideration of the topic: Liz Hayes, Deanda Shelton, Tom Payne and Gordon Dixon.

This motion is made with respect to the matter(s) identified as agenda item(s):

**-File 2012-01853-Betty Jones v. Jamaar Sanders, Caroline Scymanski and Harbor Group Management Company**

At 9:21 A.M., a motion was made by Mr. Wells and seconded by Ms. Ferebee that the Board reconvene in open session.

WHEREAS, the Real Estate Board has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

**Certification**

WHEREAS, §2.2-3712 of the *Code of Virginia* requires a certification by this Real Estate Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Real Estate Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Real Estate Board.

VOTE: 7-0

AYES: Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

NAYS: None.

ABSENT DURING THE VOTE: None

ABSENT DURING THE MEETING: None.

In the matter of **Betty Jones v. Jamaar Sanders, Caroline Scymanski and Harbor Group Management Company,**

**Betty Jones v. Jamaar**

**REB File Number 2012-01853**, the Board reviewed the record which consisted of the Final Investigative Report, and Case Analysis and Recommendation, and Official Consultation from the Office of the Attorney General. A motion was made by Ms. Ferebee and seconded by Mr. Hoover to find no reasonable cause. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**Sanders, Caroline Scymanski and Harbor Group Management Company, REB File Number 2012-01853**

A motion was made by Ms. Ferebee and seconded by Ms. Noonan to approve the January 24, 2013, Fair Housing Sub-Committee minutes. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**Fair Housing Minutes**

The Board considered the request of Lora DuBois, representative of Martin Forestry and Realty to appoint her to carry on the business of the deceased broker for 180 days in order to close out the real estate business of Martin Forestry and Realty in accordance with § 54.1-2109 of the Code of Virginia. A motion was made by Mr. Wells and seconded by Ms. Noonan to allow Lora DuBois, to close out the real estate business of Martin Forestry and Realty in accordance with § 54.1-2109 of the Code of Virginia. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**Administrative Issue**

In the matter of **File Number 2013-00948, Dave Sharma**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Dave Sharma, applicant, was present and addressed the Board. A motion was made by Ms. Grimsley and seconded by Ms. Noonan to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Sharma’s application for a real estate salesperson’s license. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-00948, Dave Sharma**

In the matter of **File Number 2013-00881, Lorin Curit**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding

**File Number 2013-00881, Lorin Curit**

Conference of the presiding officer. Lorin Curit, applicant, was present and addressed the Board. A motion was made by Mr. Hoover and seconded by Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Curit's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

In the matter of **File Number 2013-01530, Ryan Dingcong**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Ryan Dingcong, applicant, was present and addressed the Board. A motion was made by Ms. Grimsley and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Dingcong's application for a real estate salesperson's license with a correction under #7 of Summary of the Informal Fact-Finding reading 3 years and 5 months have elapsed since Dingcong has been involved in the commission of a crime, not Jones. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01530, Ryan Dingcong**

In the matter of **File Number 2013-01528, Jason Allen**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Jason Allen, applicant, was present and addressed the Board. A motion was made by Mr. Wells and seconded by Ms. Noonan to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Allen's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01528, Jason Allen**

In the matter of **File Number 2013-01700, John Gelardi**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding

**File Number 2013-01700, John Gelardi**

Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. A motion was made by Ms. Ferebee and seconded by Ms. Grimsley to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Gelardi's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

In the matter of **File Number 2013-01702, Gregg Waller**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Gregg Waller, applicant, and Nick D'Ambrosia, witness, were present and addressed the Board. A motion was made by Ms. Grimsley and seconded by Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Waller's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01702, Gregg Waller**

In the matter of **File Number 2013-01701, Dustin Milan**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Dustin Milan, applicant, was present and addressed the Board. A motion was made by Mr. Wells and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to approve Mr. Milan's application for a real estate salesperson's license, subject to an agreement for licensure for a period of two years wherein Mr. Milan and his broker will provide quarterly reports to the Board, and remove the requirement to take an Ethics and Standards of Conduct course. The motion passed by majority vote. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover and Wells. Members voting "No" were Ferebee and Noonan.

**File Number 2013-01701, Dustin Milan**

In the matter of **File Number 2013-00949, Dana Zalowski**, the Board reviewed the record which consisted of the

**File Number 2013-00949, Dana**

application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Dana Zalowski, applicant, was present and addressed the Board. A motion was made by Mr. Wells and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to approve Ms. Zalowski's application for a real estate salesperson's license. The motion was withdrawn. A motion was made by Mr. Wells and seconded by Ms. Grimsley to accept the recommendation contained in the Summary of the IFF, subject to an agreement for licensure for a period of two years wherein Ms. Zalowski and her broker will provide quarterly reports to the Board, with a correction in the notice of the IFF reading Dana Zalowski. The motion failed. Members voting "Yes" were Do, Grimsley and Wells. Members voting "No" were Ferebee, Funkhouser, Hoover and Noonan. A motion was made by Mr. Hoover and seconded by Ms. Ferebee to accept the recommendation to approve Ms. Zalowski's application for a real estate salesperson's license, and with a correction in the notice of the IFF reading Dana Zalowski not Gregory E. Jones. The motion passed by majority vote. Members voting "Yes" were Ferebee, Funkhouser, Hoover and Noonan. Members voting "No" were Do Grimsley and Noonan.

**Zalowski**

In the matter of **File Number 2013-01369, Georgia Scott**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Georgia Scott, applicant, and Amanada Hardesty, witness, were present and addressed the Board. A motion was made by Ms. Noonan and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to approve Ms. Scott's application for a real estate salesperson's license, subject to an agreement for licensure for a period of one year wherein Ms. Scott and her broker will provide quarterly reports to the Board. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01369, Georgia Scott**

In the matter of **File Number 2013-01374, Ashley Moss**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding

**File Number 2013-01374, Ashley Moss**

Conference of the presiding officer. Ashley Moss, applicant, and Hampton Wilkins, witness, were present and addressed the Board. A motion was made by Mr. Wells and seconded by Ms. Noonan to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to approve Ms. Moss' application for a real estate salesperson's license, subject to an agreement for licensure for a period of two years wherein Ms. Moss and her broker will provide quarterly reports to the Board with a correction on the IFF date reading January 7, 2013, not January 7, 2012. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

In the matter of **File Number 2013-01313, David Grzelak**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. David Grzelak, applicant, was present and addressed the Board. A motion was made by Ms. Grimsley and seconded by Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Grzelak's application for a real estate salesperson's license with a correction of the application type reading real estate salesperson not broker. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01313, David Grzelak**

In the matter of **File Number 2013-00947, Meagan Stone**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Meagan Stone, applicant, was present and addressed the Board. A motion was made by Ms. Noonan and seconded by Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Ms. Stone's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-00947, Meagan Stone**

In the matter of **File Number 2013-01371, Khaled Alkurd**, the Board reviewed the record which consisted of the

**File Number 2013-01371, Khaled**



application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Khaled Alkurd, applicant, and Azmi Alkurd, witness, were present and addressed the Board. A motion was made by Mr. Wells and seconded by Ms. Noonan to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to approve Mr. Alkurd's application for a real estate salesperson's license, subject to an agreement for licensure for a period of two years wherein Mr. Alkurd and his broker will provide quarterly reports to the Board with a correction to the Summary reading "While I acknowledge Alkurd and his father's testimony regarding the matters which lead to the criminal offense and Alkurd's progress towards rehabilitation, I believe a period of monitoring is warranted based upon the nature of his crime. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**Alkurd**

In the matter of **File Number 2013-01875, Aziz Osman**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Aziz Osman, applicant, was present and addressed the Board. A motion was made by Ms. Noonan and seconded by Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Osman's application for a real estate salesperson's license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01875, Aziz Osman**

In the matter of **File Number 2013-01314, Scott Isley**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. A motion was made by Ms. Noonan and seconded by Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Isley's application for a real estate salesperson's license with a correction to Section 5 of the Summary, reading Isley has not been involved in any other criminal activity". The motion

**File Number 2013-01314, Scott Isley**

passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

In the matter of **File Number 2013-01869, Kevin Cohen**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. A motion was made by Ms. Noonan and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to approve Ms. Cohen’s application for a real estate salesperson’s license, subject to an agreement for licensure for a period of one year wherein Mr. Cohen and his broker will provide quarterly reports to the Board. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01869, Kevin Cohen**

In the matter of **File Number 2013-01868, Larry Cooper**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Larry Cooper, applicant, was present and addressed the Board. A motion was made by Ms. Noonan and seconded by Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and, after consideration of the criteria contained in § 54.1-204.B of the *Code of Virginia* approve Mr. Cooper’s application for a real estate salesperson’s license. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01868, Larry Cooper**

In the matter of **File Number 2013-00637, Inspection Reporting Services, Inc.**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Wells and seconded by Mr. Hoover to approve Inspection Reporting Services, Inc.’s application for an instructor’s license. The motion passed unanimously. Members voting “Yes” were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-00637, Inspection Reporting Services, Inc.**

As the Board member who reviewed the file, Ms. Ferebee did not participate in the discussion or vote pertaining to this

matter.

In the matter of **File Number 2013-00830, Scott Coleman**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the Board member. A motion was made by Ms. Grimsley and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference (IFF) to approve Mr. Coleman's application for a real estate salesperson's brokers, subject to an agreement for licensure for a period of two years wherein Mr. Coleman and his principal broker will provide quarterly reports to the Board. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells. The motion passed unanimously. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-00830, Scott Coleman**

As the Board member who reviewed the file, Ms. Ferebee did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-01540, Nasir Bajwa**, the Board reviewed the record which consisted of the application file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Wells and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to deny Mr. Bajwa's application for an instructor's license. The motion passed unanimously. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-01540, Nasir Bajwa**

As the Board member who reviewed the file, Ms. Ferebee did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2012-02390, Pierpaolo Verrone**, the Board reviewed the record which consisted of the investigative file, transcripts, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Hoover and seconded by

**File Number 2012-02390, Pierpaolo Verrone**

Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 135-20-260.1 (Count 1) of the Board's 2003 Regulations, and a violation of 18 VAC 135-20-260.11 (Count 2) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover and Noonan.

A motion was made by Ms. Noonan and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$1,000.00 for the violation contained in Count 1, \$1,000.00 for the violation contained in Count 2, for a total of \$2,000.00. The Board also imposes revocation of license for the violation of Count 1 and Count 2. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover and Noonan.

As the presiding Board, Mr. Wells did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2012-02347, Helen H. Hodges-Moore**, the Board reviewed the record which consisted of the investigative file, transcripts, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. Helen H. Hodges-Moore, respondent, was present and addressed the Board. A motion was made by Mr. Hoover and seconded by Ms. Ferebee to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 135-20-260.10 (Count 1) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover and Noonan.

**File Number 2012-02347, Helen H. Hodges-Moore**

A motion was made by Ms. Grimsley and seconded by Ms. Noonan to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$700.00 for the violation contained in Count 1, for a total of \$700.00. In addition, for violation of Count 1, Hodges-Moore's license shall be placed on probation and Hodges-Moore shall be required to complete three (3) classroom hours of Board-approved continuing education pertaining to Legal Updates. Such course(s) shall be completed in a classroom. Further, Hodges-Moore shall

provide evidence acceptable to the Board that Hodges-Moore has successfully completed the course(s) within six (6) months of the effective date of this order. The above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal, reinstatement, or activation of a license. In addition, Hodges-Moore's license on probation for two (2) years. While on probation, respondent and her broker will provide quarterly reports to the Board that she is in compliance with the regulations of the Board. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover and Noonan.

As the presiding Board, Mr. Wells did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2012-02681, Jennifer Ann Wright**, the Board reviewed the record which consisted of the investigative file, transcripts, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. Jennifer Ann Wright, respondent, and Robert M. Pfeifer, attorney, for the respondent, were present and addressed the Board. A motion was made by Mr. Hoover and seconded by Ms. Noonan to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 135-20-260.11 (Count 1) of the Board's 2003 Regulations. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover and Noonan.

**File Number 2012-02681, Jennifer Ann Wright**

A motion was made by Mr. Hoover and seconded by Ms. Noonan to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to not impose a sanction in this matter. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover and Noonan.

As the presiding Board, Mr. Wells did not participate in the discussion or vote pertaining to this matter.

Mr. Funkhouser turned the position of Chair over to Ms. Ferebee and recused himself from the meeting.

**Transfer of Chair**

In the matter of **File Number 2013-00183, Lakesha Renee Brown**, the Board reviewed the Consent Order as seen and agreed to by Ms. Brown. A motion was made by Mr. Hoover and seconded by Ms. Noonan to accept the proposed Consent Order offer wherein Ms. Brown admits to a violation of 18 VAC 135-20-180.B.1.a (Count 1) of the Board's 2008 Regulations and agrees to a monetary penalty of \$500.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$650.00. In addition, for the violation of Count 1, Brown agrees to complete at least four (4) classroom hours of Board-approved continuing education pertaining to Escrow Management and provide proof of attendance and successful completion within six (6) months of the effective date of the order. It is acknowledged that satisfactory completion of the above-referenced continuing education requirements will not count towards any continuing education requirements, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-00183, Lakesha Renee Brown**

As the Board member who reviewed the file, Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-00701, Kathleen Jo Blackshaw**, the Board reviewed the Consent Order as seen and agreed to by Ms. Blackshaw. A motion was made by Ms. Grimsley and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Ms. Blackshaw admits to a violation of 18 VAC 135-20-180.B.1.a (Count 1) of the Board's 2008 Regulations, and a violation of 18 VAC 135-20-310.2 (Count 2) of the Board's 1999 Regulations and agrees to a monetary penalty of \$500.00 for the violation of Count 1, \$200.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$850.00. In addition, for the violation of Counts 1 and 2, Blackshaw agrees to complete at least two (2) classroom hours of Board-approved continuing education pertaining to Real Estate Contracts and at least two (2) classroom hours of Board-approved continuing education pertaining to Short Sales and provide proof of attendance and successful completion within six (6) months of the effective date of the order. It is acknowledged that satisfactory completion of the above-referenced continuing education requirements will not count towards any continuing education requirements, if applicable, for renewal of license. The motion

**File Number 2013-00701, Kathleen Jo Blackshaw**

passed unanimously. Members voting “Yes” were Do, Ferebee, Grimsley, Hoover, Noonan and Wells.

As the Board member who reviewed the file, Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-00316, Sinethea Dorothy Simmons**, the Board reviewed the Consent Order as seen and agreed to by Ms. Simmons. A motion was made by Ms. Noonan and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Ms. Simmons admits to two violations of 18 VAC 135-20-260.5 (Count 1) of the Board’s 2003 Regulations and agrees to \$150.00 in Board costs for the violation of Count 1, for a total of \$150.00. In addition, for the violation of Count 1, Simmons agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Ethics and Standards of Conduct and provide proof of attendance and successful completion within six (6) months of the effective date of the order. It is acknowledged that satisfactory completion of the above-referenced continuing education requirements will not count towards any continuing education requirements, if applicable, for renewal of license. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Grimsley, Hoover, Noonan and Wells.

**File Number 2013-00316, Sinethea Dorothy Simmons**

As the Board member who reviewed the file, Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-00606, Lorene Watts Kegley**, the Board reviewed the Consent Order as seen and agreed to by Ms. Kegley. A motion was made by Ms. Noonan and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Mr. Kegley admits to a violation of 18 VAC 135-20-220.A.1 (Count 1) of the Board’s 2008 Regulations and agrees to a monetary penalty \$300.00 for the violation contained in Count 1, and \$150.00 in Board costs, for a total of \$450.00. In addition, for violation of Count 1, Kegley agrees to complete at least four (4) classroom hours of Board-approved continuing education pertaining to Real Estate Contracts and to provide proof of attendance and successful completion within six (6) months of the effective date of the Order. The course(s) must be completed in the classroom. It

**File Number 2013-00606, Lorene Watts Kegley**

is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Grimsley, Hoover, Noonan and Wells.

As the Board member who reviewed the file, Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-00365, Jason Hewitt Collier**, the Board reviewed the record which consisted of the investigative file, transcripts, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. Jason Hewitt Collier, respondent, was present and addressed the Board. A motion was made by Mr. Wells and seconded by Mr. Hoover to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 135-20-260.5 (Count 1) of the Board's 2003 Regulations and a violation of 18 VAC 135-20-260.6 (Count 2) of the Board's 2003 Regulation. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Hoover, Noonan and Wells.

**File Number 2013-00365, Jason Hewitt Collier**

A motion was made by Mr. Wells and seconded by Ms. Noonan to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$250.00 for the violation contained in Count 2, for a total of \$250.00. In addition, for violation of Count 1, Collier's license shall be placed on probation for two (2) years. While on probation, Collier and his broker will provide quarterly reports to the Board that he is in compliance with the regulations of the Board. In addition, Collier's license shall be placed on probation and Collier shall be required to complete three (3) classroom hours of Board-approved continuing education pertaining to Legal Updates. Collier shall provide evidence acceptable to the Board that the course(s) have been successfully completed within six (6) months of the effective date of this order. The above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal, reinstatement, or activation of a license. The motion passed unanimously. Members voting "Yes" were Do,



Ferebee, Funkhouser, Hoover and Noonan.

As the presiding Board, Ms. Grimsley did not participate in the discussion or vote pertaining to this matter.

Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-00782, Kelly Anne Wilson**, the Board reviewed the Consent Order as seen and agreed to by Ms. Wilson. A motion was made by Mr. Wells and seconded by Ms. Noonan to accept the proposed Consent Order offer wherein Ms. Wilson admits to a violation of 18 VAC 135-20-180.B.1.a (Count 1) of the Board's 2008 Regulations and agrees to a monetary penalty \$350.00 for the violation contained in Count 1, and \$150.00 in Board costs, for a total of \$500.00. In addition, for violation of Count 1, Wilson agrees to complete at least three (3) classroom hours of Board-approved continuing education pertaining to Legal Updates and to provide proof of attendance and successful completion within six (6) months of the effective date of the Order. The course(s) must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Hoover and Noonan.

**File Number 2013-00782, Kelly Anne Wilson**

As the presiding Board, Ms. Grimsley did not participate in the discussion or vote pertaining to this matter.

Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

The Board recessed from 10:32 A.M. to 10:48 A.M.

**Break**

The Board considered the request of Delma Jean Turncock, widow of John James Turncock, to appoint her to carry on the business of the deceased broker for 180 days in order to close out the real estate business of Coastal Living Real Estate in accordance with § 54.1-2109 of the Code of Virginia. A motion was made by Mr. Wells and seconded by Ms. Grimsley to allow Delma Jean Turncock, to close out the real estate business of Coastal Living Real Estate in accordance with §

**Administrative Issue**

54.1-2109 of the Code of Virginia. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells. Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

The Board considered the request of Lynda H. Dickenson, widow of Gaines W. Dickenson, to appoint her to carry on the business of the deceased broker for 180 days in order to close out the real estate business of Gaines Dickenson Auctioneers & Real Estate Brokers in accordance with § 54.1-2109 of the Code of Virginia. A motion was made by Mr. Wells and seconded by Ms. Noonan to allow Lynda H. Dickenson, to close out the real estate business of Gaines Dickenson Auctioneers & Real Estate Brokers in accordance with § 54.1-2109 of the Code of Virginia. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells. Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

A motion was made by Mr. Hoover and seconded by Ms. Grimsley to approve the March 26, 2013, Education Committee Report. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells. Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

#### Education

A motion was made by Mr. Wells and seconded by Mr. Hoover to adopt the proposed Fair Housing Regulation. The motion passed unanimously. Members voting “Yes” were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells. Mr. Funkhouser did not participate in the discussion or vote pertaining to this matter.

#### Administrative Issue

Mr. Funkhouser returned and assumed the position of Chair.

#### Transfer of Chair

In the matter of **File Number 2012-03063, Edward Barron Wright, III**, the Board reviewed the Consent Order as seen and agreed to by Mr. Wright. A motion was made by Mr. Hoover and seconded by Ms. Noonan to accept the proposed Consent Order offer wherein Mr. Wright admits to a violation of 18 VAC 135-20-260.11 (Count 1) of the Board’s 2003

#### File Number 2012-03063, Edward Barron Wright, III

Regulations and agrees to a monetary penalty of \$1,000.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$1,150.00. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover and Noonan.

As the Board member who reviewed the file, Mr. Wells did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2012-02047, Mohammed-Mousa Mazloom**, the Board reviewed the record which consisted of the investigative file, transcripts, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Noonan and seconded by Ms. Grimsley to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 135-20-180.B.1.a (Count 1) of the Board's 2008 Regulations. The motion passed unanimously. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2012-02047, Mohammed-Mousa Mazloom**

A motion was made by Ms. Noonan and seconded by Ms. Grimsley to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to impose a monetary penalty of \$500.00 for the violation contained in Count 1, for a total of \$500.00. In addition, the Board also imposes Mazloom's license shall be placed on probation and Mazloom shall be required to complete four (4) classroom hours of Board approved continuing education pertaining to Escrow Management. Such course(s) shall be completed in a classroom. Mazloom shall provide evidence acceptable to the Board that the course(s) have been completed within three (3) months of the effective date of the order. The above referenced continuing education requirements, if applicable, for renewal reinstatement, or activation of a license. The motion passed unanimously. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

As the presiding Board, Ms. Ferebee did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-00361, Laura G. McClanahan**, the Board reviewed the Consent Order as seen

**File Number 2013-00361, Laura G.**

and agreed to by Ms. McClanahan. A motion was made by Ms. Noonan and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Ms. McClanahan admits to a violation of 18 VAC 135-20-180.B.1.a (Count 1) of the Board's 2003 Regulations and agrees to a monetary penalty of \$500.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$650.00. In addition, for the violation of Count 1, McClanahan agrees to complete three (3) classroom hours of Board approved continuing education pertaining to Real Estate Contracts and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The above referenced continuing education requirements, if applicable, for renewal reinstatement, or activation of a license. The motion passed unanimously. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**McClanahan**

As the Board member who reviewed the file, Ms. Ferebee did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2012-03610, Alice C. Smith**, the Board reviewed the Consent Order as seen and agreed to by Ms. Smith. A motion was made by Mr. Hoover and seconded by Ms. Grimsley to accept the proposed Consent Order offer wherein Ms. Smith admits to three violations of 18 VAC 135-20-260.10 (Count 1) of the Board's 2003 Regulations and agrees to a monetary penalty of \$450.00 for each violation of Count 1, as well as \$150.00 in Board costs, for a total of \$1,500.00. In addition, for the violation of Count 1, Smith agrees to complete three (3) classroom hours of Board approved continuing education pertaining to Legal Updates and three (3) classroom hours of Board approved continuing education pertaining to Escrow Management, and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The above referenced continuing education requirements, if applicable, for renewal reinstatement, or activation of a license. The motion passed unanimously. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**File Number 2012-03610, Alice C. Smith**

As the Board member who reviewed the file, Ms. Ferebee did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2012-03732, Andre Richard Perry, Sr.**, the Board reviewed the Consent Order as seen and agreed to by Mr. Perry. A motion was made by Ms. Noonan and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Mr. Perry admits to a violation of 18 VAC 135-20-260.11 (Count 1) of the Board's 2003 Regulations, and a violation of 18 VAC 135-20-180.C.3 (Count 2) of the Board's 2003 Regulations and agrees to a monetary penalty of \$1,500.00 for the violation of Count 1, \$1,200.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$2,850.00. It is noted that Perry has a concurrent broker's license (No. 0225196224). For violation of Counts 1 and 2, Perry agrees to revocation of his broker's license, with the simultaneous issuance of a salesperson's license, effective on the date of execution of this Order by the Board. Further, for violation of Count 2, Perry agrees to a two (2) year probation of the salesperson's license during which time Perry agrees to provide to the Board, on a quarterly basis and in a form acceptable to the Board, a written statement from Perry and his principal broker that Perry is in compliance with the rules and regulations of the Real Estate Board. Failure to comply with this quarterly reporting requirement will result in suspension of Perry's salesperson's license until such reporting requirements are met. Also, for violation of Count 2, Perry agrees to complete at least six (6) classroom hours of Board-approved continuing education pertaining to Ethics and Standards of Conduct and Legal Updates and provide proof of attendance and successful completion within six (6) months of the effective date of this order. The course must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal of license. The motion passed unanimously. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

As the Board member who reviewed the file, Ms. Ferebee did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-00599, In Sun Chung**, the Board reviewed the Consent Order as seen and agreed to by Ms. Chung. A motion was made by Ms. Noonan and seconded by Mr. Hoover to reject the proposed Consent Order and amend the Consent Order offer wherein Ms. Chung admits

**File Number 2012-03732, Andre Richard Perry, Sr.**

**File Number 2013-00599, In Sun Chung**

to a violation of 18 VAC 135-20-260.11 (Count 1) of the Board's 2003 Regulations, and a violation of 18 VAC 135-20-310.2 (Count 2) of the Board's 2003 Regulations and agrees to a monetary penalty of \$2,500.00 for the violation of Count 1, \$2,500.00 for the violation of Count 2, as well as \$150.00 in Board costs, for a total of \$5,150.00. In addition, for the violation of Counts 1 and 2, Chung agrees to a two year probation of her license as of the effective date of this Order. During this two (2) year probation, Chung agrees to: (1) Not be in violation of any regulations of the Real Estate Board for transactions occurring after the effective date of this order; and (2) Provide to the Board, on a quarterly basis, a written statement from Chung and her principal broker stating that Chung is in compliance with terms listed above. If Chung violates any terms of this probation, her license shall be automatically suspended until such time as there is complete satisfactory compliance with the terms above. Chung understands the right to have this suspension considered in an informal fact-finding conference and/or formal hearing under Sections 2.2-4019, 2.2-4020, and 2-2.4021 of the Code of Virginia, and knowingly and voluntarily waives any rights to these proceedings. In addition, for violation of Counts 1 and 2, Chung agrees to complete at least two (2) classroom hours of Board-approved education pertaining to Ethics and Standards of Conduct; at least three (3) classroom hours pertaining to Real Estate Agency and at least three (3) classroom hours pertaining to Real Estate Contracts. Chung further agrees to provide proof of attendance and successful completion within six (6) months of the effective date of this Order. The courses must be completed in the classroom. It is acknowledged that satisfactory completion of the above-referenced continuing education hours will not count towards any continuing education requirements, if applicable, for renewal of license. If Ms. Chung does not accept the terms within fourteen business days the matter will be referred to an Informal Fact-Finding Conference. The motion passed unanimously. Members voting "Yes" were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

As the Board member who reviewed the file, Ms. Ferebee did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2013-00962, Brian David Davis**, the Board reviewed the Consent Order as seen and

**File Number 2013-00962, Brian David**

agreed to by Mr. Davis. A motion was made by Ms. Noonan and seconded by Mr. Hoover to accept the proposed Consent Order offer wherein Mr. Davis admits to a violation of §54.1-2135-.A.2 of the *Code of Virginia* (Count 1) and agrees to a monetary penalty of \$450.00 for the violation of Count 1, as well as \$150.00 in Board costs, for a total of \$600.00. In addition, for the violation of Count 1, Davis agrees to complete three (3) classroom hours of Board approved continuing education pertaining to Legal Updates and provide proof of attendance and successful completion within six (6) months of the effective date of the order. The above referenced continuing education requirements, if applicable, for renewal reinstatement, or activation of a license. The motion passed unanimously. Members voting “Yes” were Do, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**Davis**

As the Board member who reviewed the file, Ms. Ferebee did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2012-00439, Richard Santiago Crespo**, the Board reviewed the record which consisted of the Final Investigative Report, and Case Analysis and Recommendation, Final Opinion and Order, and Final Order of the Circuit Court of Fairfax County.

**File Number 2012-00439, Richard Santiago Crespo**

At 11:13 A.M., Mr. Wells offered a motion which was seconded by Mr. Hoover, that the Board meeting be recessed and that the Real Estate Board immediately reconvene in closed meeting for the purpose of consultation with legal counsel pertaining to legal matters within the jurisdiction of the Board as permitted by §2.2-3711.A.7 of the *Code of Virginia*. The following non-members will be in attendance to reasonably aid the consideration of the topic: Steven Jack, Christine Martine, Gordon Dixon and Nick Christner.

**Closed Session**

This motion is made with respect to the matter(s) identified as agenda item(s):

**-Administrative Issues – File Number 2012-00439 – Richard Crespo Appeal Settlement**

At 11:21 A.M., a motion was made by Mr. Wells and seconded by Mr. Hoover that the Board reconvene in open session.

WHEREAS, the Real Estate Board has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

### Certification

WHEREAS, §2.2-3712 of the *Code of Virginia* requires a certification by this Real Estate Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Real Estate Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Real Estate Board.

VOTE: 7-0

AYES: Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

NAYS: None.

ABSENT DURING THE VOTE: None

ABSENT DURING THE MEETING: None.

In the matter of **File Number 2012-00439, Richard Santiago Crespo**, a motion was made by Mr. Wells and seconded by Mr. Hoover to reopen the case for further consideration. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

File Number 2012-00439, Richard Santiago Crespo

After reconsideration of the case, a motion was made by Mr. Wells and seconded by Ms. Ferebee to close the case with a finding of no violation. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

Nick Christner, Deputy Director, addressed the Board concerning the process of Informal Fact-Finding Conference and Consent Order offers. A motion was made by Mr. Hoover

Administrative Issues



and seconded by Ms. Noonan to rescind the previous motion to require all consent orders to be reviewed by a member of the Real Estate Board. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

A motion was made by Mr. Hoover and seconded by Ms. Noonan to approve the Real Estate Committees as presented. The Fair Housing Committee will consist of Sandee Ferebee as Chair; Ahn Do and Cathy Noonan, will serve as members. The Real Estate Education Committee will consist of Steve Hoover as Chair; Lynn Grimsley, Sandee Ferebee and Cliff Wells will serve as members. The motion passed unanimously. Members voting "Yes" were Do, Ferebee, Funkhouser, Grimsley, Hoover, Noonan and Wells.

**New Business**

There being no further business, the Board adjourned at 11:51 P.M.

**Adjourn**

\_\_\_\_\_  
Joseph Funkhouser, II, Chair

\_\_\_\_\_  
Gordon Dixon, Secretary