

**Minutes of Meeting
REAL ESTATE BOARD
INFORMAL FACT-FINDING CONFERENCES
July 7, 2010 (1:00 p.m.)**

The Real Estate Board convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Carol Clarke, Board member, presided. No other Board members were present.

Doug Schroder and Linda Rhodenhiser appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Tammie M. Brown, CCR, and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case
Lic = Licensing Application
RF = Recovery Fund Claim
Trades = Tradesmen Disciplinary Case/Application

C = Complainant/Claimant
A = Applicant
R = Respondent/Regulant
W = Witness
Atty = Attorney

1:00 p.m. Docket

1. Mirtes Sousa Happy-Nysvan
File Number #2009-01896 (Disc)
(NO DECISION MADE)

2. Jennifer Diane Robertson
File Number 2010- 00611 (Disc.)
(NO DECISION MADE)

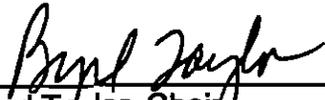
Participants

Happy - R
William J. Kovatch, Jr – R's Atty

Robertson – R – by phone

The meeting adjourned at 4:10 p.m.

REAL ESTATE BOARD



Byrl Taylor, Chair



Gordon Dixon, Secretary

COPY TESTE:

Custodian of Record

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Carol F. Clarke
2. Title: Presiding Board Member
3. Agency: Department of Professional & Occupational Regulations
4. Transaction: Informal Fact-Finding Conferences on July 7, 2010
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Signature

Date

Carol F. Clarke

7/7/10