

Minutes of Meeting  
LICENSING INFORMAL FACT-FINDING CONFERENCES  
August 15, 2013

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

Ann-Marie Brigil, Presiding Officer, presided. No Board Members were present.

Ronda Holmes, Legal Analyst, appeared on behalf of the Department of Professional and Occupational Regulation.

The conferences were recorded by Maddox Reporting Service, Inc. and the Summaries or Consent Orders are attached unless no decision was made.

Disc=Disciplinary Case  
Lic=Licensing Application

C=Complainant/Claimant  
A=Applicant  
R=Respondent/Regulant  
PB=Principal Broker  
SA=Sales Agent  
Invest=Investigator  
W=Witness

**Participants**

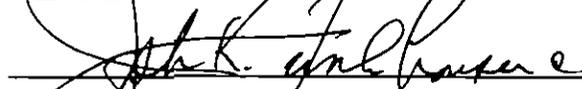
1. Melanie Thomas - Lic  
File Number: 2013-02812  
Start Time: 2:21 pm  
End Time: 2:42 pm

A – Melanie Thomas

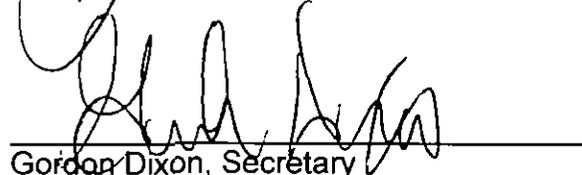
**NO DECISION MADE**

The meeting adjourned at 2:42 p.m.

REAL ESTATE BOARD



Joseph K. Funkhouser, II, Chair



Gordon Dixon, Secretary

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Custodian of Records

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

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

1. Name: Clifford Wells
2. Title: Board Member
3. Agency: Real Estate Board
4. Transaction: Informal Fact-Finding Conferences on August 15, 2013
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

8/15/13

\_\_\_\_\_  
Date