

**Minutes of Meeting  
INFORMAL FACT-FINDING CONFERENCES  
APRIL 23, 2009**

The Department of Professional and Occupational Regulation convened in Richmond, Virginia, an Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

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

Ilona LaPaglia appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case  
Lic = Licensing Application  
RF = Recovery Fund Claim

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

**Participants**

1. Lisa Mae Gilmore  
File Number 2009-03260  
**(NO DECISION MADE)**

Lisa Gilmore – A  
Susan Lester - W

The meeting adjourned at 10:00 AM

Virginia Real Estate Board

*By: [Signature] for  
Carol F. Clarke*

\_\_\_\_\_  
Carol F. Clarke, Chair

*[Signature]*

\_\_\_\_\_  
Jay W DeBoer, Secretary

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

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

1. Name: Ann-Marie Brigil  
Title: Presiding Officer
3. Agency: Real Estate Board
4. Transaction: Informal Fact-Finding Conferences on April 23, 2009
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

None

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

Ann Marie Brigil  
Signature

4-23-09  
Date