

## VIRGINIA AUCTIONEERS BOARD MEETING MINUTES

The Virginia Auctioneers Board met on January 24, 2024, at 10:00 a.m. at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia 23233.

The following members were present for all or part of the meeting:

Betty Bennett (Auctioneer)  
Douglas Sinclair (Auctioneer)  
Linda Terry (Auctioneer)

The following members were absent for the meeting:

Angela Smith-Mackey (Citizen Member)

Staff present for all or part of the meeting were:

Brian Wolford, Chief Deputy Director  
Kate Nosbisch, Executive Director  
Joe Haughwout, Regulatory Affairs Manager  
Ecila Williams, Administrative Coordinator  
Greg Emerson, Executive Director- Examinations  
Bonnie Rhea Adams- Director, CAR  
Michelle Couch, Legal Analyst

Kishore S. Thota, Director, Steve Kirschner, LRPD Deputy Director, Bonnie Davis, Regulatory Operations Administrator, and Enid Candalaria-Vega, BPOR Liaison, were not present at the meeting with regrets.

Elizabeth Peay, Assistant Attorney General was present from the Office of the Attorney General.

Members of the audience:

Matthew English- Auctioneer

Finding a quorum of the Board present, Ms. Terry, Chair, called the meeting to order at 10:00 a.m.

**Call to Order**

Ms. Nosbisch advised the Board of the emergency evacuation procedures.

**Emergency  
Evacuation**

Ms. Peay arrived at 10:02 a.m.

**Arrival of DPOR  
Staff**

Ms. Nosbisch introduced Brian Wolford as the new Chief Deputy Director of DPOR.

**Announcements**

Ms. Bennett moved to approve the agenda with amendments. Mr. Sinclair seconded the motion, which was unanimously approved by members: Bennett, Sinclair, and Terry

Approval of  
Agenda

Ms. Bennett moved to approve the meeting minutes from October 3, 2023. Mr. Sinclair seconded the motion which was unanimously approved by members: Bennett, Sinclair, and Terry.

Approval of  
Minutes October  
3, 2023

There was no public comment.

Public Comment  
Period

Ms. Nosbisch informed the Board the fee adjustment has no movement at this time and is still in the proposed stage. The NOIRA for general regulatory review is in the proposed stage. The bill to repeal the continuing education requirements was not filed. 18VAC25-21-250 would need to be put back into regulations.

Regulatory  
Review Update

Mr. Sinclair moved to add the continuing education requirement, 18VAC25-21-250, back into regulations. Ms. Bennett seconded the motion which was unanimously approved by members: Bennett, Sinclair, and Terry.

Ms. Bennett recused herself from the meeting at 10:00 a.m.

Recusal of Board  
Member

Regarding **File Number 2023-02089, The Auction House LLC**, the Board members reviewed the Consent Order as seen and agreed by Zana Gail Jarrells, Responsible Manager for The Auction House LLC .

File Review:  
2023-02089 The  
Auction House  
LLC

Mr. Sinclair moved to accept the consent order which cites the following violation of the Board's Regulations: 18VAC25-21-110.A (Count 1) and 18 VAC 25-21-180.4 (Count 2). For thus violations, it was recommended that The Auction House LLC pay the following monetary penalties: \$700.00 for the violation contained in Count 1, \$500.00 for the violation contained in Count 2, and \$150.00 in Board costs, for a total monetary penalty of \$1350.00. Ms. Terry seconded the motion which was approved by consensus.

Ms. Bennett returned to the meeting at 10:10 a.m.

Return of Board  
Member

Mr. Emerson presented to the Board Auctioneers exam statistics from January 2023 to December 2023 and Exam statistics from 2019-2023 for informational purposes. Mr. Emerson recommends that persons who take the exam should use the reference sheet that's on the DPOR Website as a guide for the exam as it been stated that the exam can be difficult to pass. Ms. Nosbisch stated to the Board if individuals want to review their scores, a follow up can be made with PSI.

Examination  
Director Report

Ms. Nosbisch stated the Executive Director Report will be a part of the agenda and was provided for informational purposes only.

Executive  
Director Report

Ms. Nosbisch stated the states with Auctioneer Apprenticeship Licenses was provided for informational purposes as requested by the Board.

**States with  
Auctioneer  
Apprenticeship  
Licenses**

Ms. Nosbisch reminded the Board that Financial Statement Disclosures are due February 1, 2024.

**Financial  
Statement  
Disclosure**

The licensee counts as of January 1, 2024: Auctioneers 968 and Auctioneer Firms 219. The first Universal License Recognition license for the Auctioneer Board was issued this month

**Licensed  
Population**

Board members were provided financial statements for informational purposes.

**Review of  
Financial  
Statements**

Ms. Nosbisch stated that New Member Board Training will be scheduled from October 10, 2024, to October 11, 2024. Ms. Nosbisch informed the Board that there is still a vacancy for a citizen member and to inform anyone who may be interested.

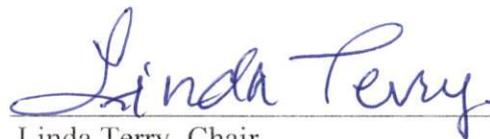
**Other Business**

Conflict of Interest forms and Travel Vouchers were completed by all members present.

**Conflict of  
Interest Forms /  
Travel Vouchers**

There being no further business, the meeting adjourned at 10:29 a.m.

**Adjourn**



Linda Terry, Chair



Brian P. Wolford, Secretary

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

- 1. Name: Betty Bennett
- 2. Title: Board Member
- 3. Agency: Auctioneers Board
- 4. Meeting/IFF Date: Board Meeting January 24, 2024

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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

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

or

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

Betty Bennett  
Signature

1/24/2024  
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Douglas B. Sinclair
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting January 24, 2024

5. I have a personal interest in the following transaction:

\_\_\_\_\_

\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

- I am able to participate in this transaction fairly, objectively, and in the public interest.
- or**
- I did not participate in the transaction.
6.  I **do not** have a personal interest in any transactions taken at this meeting.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government

1. Name: Linda Terry
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting January 24, 2024

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_

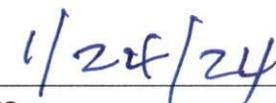
I am able to participate in this transaction fairly, objectively, and in the public interest.

**or**

I did not participate in the transaction.

6.  I **do not** have a personal interest in any transactions taken at this meeting.

  
Signature

  
Date