

**Minutes of Meeting
COMMON INTEREST COMMUNITY BOARD
INFORMAL FACT-FINDING CONFERENCES
April 22, 2010**

The Common Interest Community Board convened in Richmond, Virginia at 10:38 a.m., for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Kim B. Kacani, Board member, presided. No other Board members were present.

Doug Schroder and Jennifer Winters 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

Participants


1. Shirley D. Sarraga
t/a Lakeside Community Management
File Number 2010-00562 (Disc.)
(NO DECISION MADE)

Sarraga – R
Diana Via – W
Deborah Riggan – W
Sharon Woodon – W

The meeting adjourned at 12:38 p.m.

Common Interest Community Board


Lucia Anna Trigiani, Chairman


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: Kim Kacani
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Transaction: Informal Fact-Finding Conferences on April 22, 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

4/21/10

Date