

**COMMON INTEREST COMMUNITY BOARD
CONDOMINIUM REGULATORY REVIEW COMMITTEE MEETING**

MINUTES OF MEETING

The Common Interest Community Board Condominium Regulatory Review Committee of the Common Interest Community Board met on Monday, June 6, 2011, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2nd Floor, Board Room 3, Richmond, Virginia 23233.

The following members were present:

Christiaan Melson, Chair
Kimberly Kacani
Miyun Sung
Thomas Colucci
Robert Diamond (arrived at 10:08 a.m.)
Michael Inman (arrived at 9:57 a.m.)
Mark Kinser
David Mercer
Michelle Thompson
Lucia Anna Trigiani (Ex-Officio) (arrived
at 10:34 a.m.)

Board member Scott Sterling was not in attendance.

DPOR staff present for all or part of the meeting included:

Gordon Dixon, Director
Mark N. Courtney, Deputy Director of LRD
Trisha L. Henshaw, Executive Director
Heather Gillespie, Ombudsman
Thomas K. Perry, Property Registration Administrator
Betty C. Jones, Administrative Assistant
Jesstina Adelman, Program Analyst

Steven Jack from the Office of the Attorney General was present.

Mr. Melson, Chair, called the meeting to order at 9:44 a.m.

Call to Order

Ms. Kacani moved to approve the agenda. Mr. Kinser seconded the motion which was unanimously approved by: Colucci, Kacani, Kinser, Melson, Mercer, Sung, and Thompson.

Approval of Agenda

Mr. Melson opened the floor for public comment. No members of the

Public Comment

public present requested to speak.

Period

Ms. Henshaw provided an updated time-line for developing the draft Common Interest Community Board Condominium Regulations.

**Review of Timeline
for Regulations**

Ms. Henshaw gave an update on the current status of the regulatory review process for the Condominium Regulations. The Notice of Intended Regulatory Action (NOIRA) has been published and the 30-day public comment period ends on July 6, 2011.

**Update on
Regulatory Review
Process**

Ms. Henshaw provided the Committee with a draft of staff-suggested revisions to the Common Interest Community Board Condominium Regulations pertaining to the public offering statement requirements. The Committee discussed the suggested revisions and made additional changes to these sections of the draft text.

**Review Draft CIC
Condominium
Regulations**

During the discussion of the condominium regulations, Mr. Inman arrived at 9:57 a.m. Mr. Diamond subsequently arrived at 10:08 a.m. Board member Ms. Trigiani arrived at 10:34 a.m.

**Arrival of
Committee/Board
Members**

The Committee continued its review of the draft condominium regulations.

**Review Draft CIC
Condominium
Regulations**

The Committee recessed for lunch from 11:40 a.m. to 12:32 p.m.

Lunch

The Committee continued its review of the draft condominium regulations.

**Review Draft CIC
Condominium
Regulations**

Mr. Inman departed at 1:37 p.m.

**Mr. Inman's
Departure**

The Committee discussed its plan for the next Committee meeting. The Committee continued its discussion of topics that need to be addressed in the Common Interest Community Board Condominium Regulations. At the next Committee meeting, the Committee will continue review of the suggested revisions to the regulations regarding public offering statement requirements and begin review of the regulations concerning material changes to the public offering statement.

**Discussion of Topics
For July 28th
Committee Meeting**

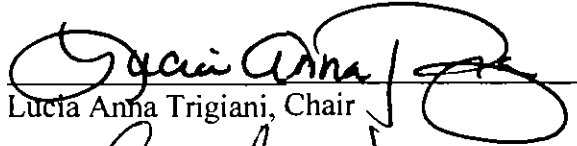
After discussion, Committee members were asked to submit any ideas, comments, or suggestions on these sections to Ms. Henshaw for discussion at the July 28, 2011, meeting.

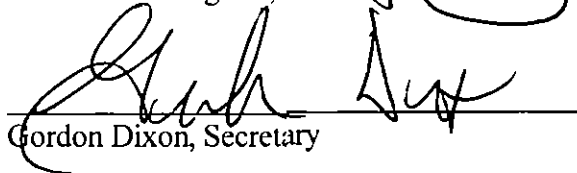
The Board members serving on the Committee were reminded to complete their conflict of interest forms and travel vouchers.

**Conflict of Interest
and Travel Voucher
Forms**

There being no further business, the meeting was adjourned at 3:10 p.m.

Adjourn


Lucia Anna Trigiani, Chair


Gordon Dixon, Secretary

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

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

1. Name: Christiaan Melson
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Condominium Regulatory Review Committee Meeting
June 6, 2011

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

_____ N/A _____

Nature of Personal Interest Affected by Transaction:

_____ N/A _____

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

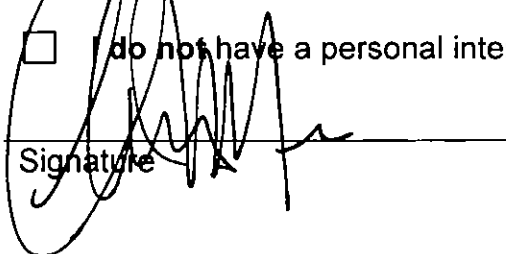
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

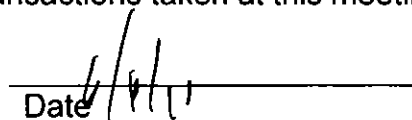
I did not participate in the transaction.

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: Kimberly Kacani
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Condominium Regulatory Review Committee Meeting
June 6, 2011

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:

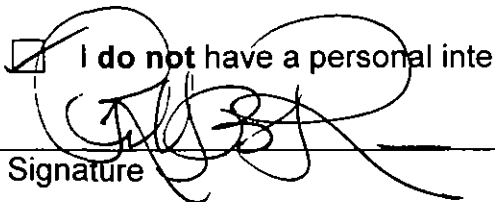
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

6-6-2011

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

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

1. Name: Miyun Sung
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Condominium Regulatory Review Committee Meeting
June 6, 2011

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

N/A

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:

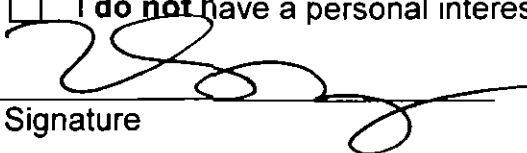
I am able to participate in this transaction fairly, objectively, and in the public interest.

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

6/6/11

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

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

1. Name: Lucia Anna Trigiani
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Condominium Regulatory Review Committee Meeting
June 6, 2011

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

Nature of Personal Interest Affected by Transaction:

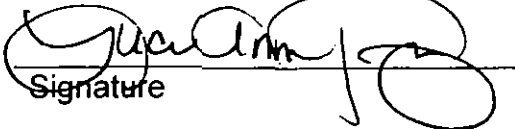
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

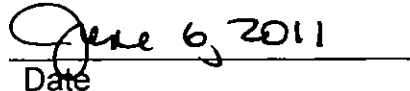
I am able to participate in this transaction fairly, objectively, and in the public interest.

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