

**DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
PERIMETER CENTER  
9960 MAYLAND DRIVE  
RICHMOND, VIRGINIA 23233**

**COMMON INTEREST COMMUNITY BOARD**

*Tentative* **AGENDA**

**THURSDAY, DECEMBER 10, 2009, 9:30 A.M.**

**2<sup>nd</sup> FLOOR, BOARD ROOM 1**

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
  - a. Board Agenda, December 10, 2009
- III. APPROVAL OF MINUTES**
  - a. October 15, 2009, Informal Fact-Finding
  - b. October 26, 2009, Board Meeting
- IV. PUBLIC COMMENT PERIOD\***
- V. REVIEW FILES**
  - a. Appointment: Monique Rorrer, Applicant
  - b. File Number 2010-00725, Appalachian Management & Maintenance, LLC  
IFF by Brigil-Licensing
- VI. BOARD OVERVIEW**
  - a. Board Member Training – Enforcement Module
- VII. REGULATIONS**
  - a. Update on Regulatory Review Process
  - b. Review Summary of Public Comment and Adopt Board Response for CIC Manager  
Regulations NOIRA
- VIII. OTHER BUSINESS**
  - a. Review of Guidance Document for Bonds/Insurance Policy for CIC  
Manager
  - b. Review of Guidance Document for Bonds/Letters of Credit for Condominium  
and Time-Share Registrations
  - c. Review Draft Training Provider Application
  - d. Discuss Education Process
  - e. Legislative Forecast
  - f. Ombudsman's Report
  - g. Licensing/Registration Statistics
  - h. Board Financial Statements
  - i. Staff Event Calendar
- IX. COMPLETE CONFLICT OF INTEREST FORMS AND TRAVEL VOUCHERS**
- X. ADJOURN**

**NEXT MEETING SCHEDULED FOR MARCH 2, 2010 at 9:30 AM**

\* Five minute public comment, per person, with the exception of any open disciplinary or application files.

Persons desiring to participate in the meeting and requiring special accommodations or interpretative services should contact the Department at (804) 367-0362 at least ten days prior to the meeting so that suitable arrangements can be made for an appropriate accommodation. The Department fully complies with the Americans with Disabilities Act.