

**Minutes of Meeting
REAL ESTATE APPRAISER BOARD
INFORMAL FACT-FINDING CONFERENCES
December 1, 2011 (10:00 a.m.)**

The Real Estate Appraiser Board convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Diane Quigley, Presiding Board member, presided. No other Board members were present.

Caroline Pruett and Joseph Haughwout appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Tammie 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

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

Participants

1. Stephen Blake Mitchell
File Number 2011-02090 (Disc.)

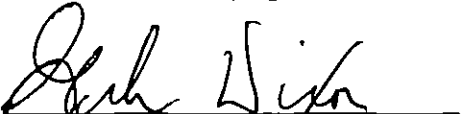
Mitchell – R

The meeting adjourned at 11:24 a.m.

REAL ESTATE APPRAISER BOARD



H. Glenn James, Vice-Chair



Gordon Dixon, Secretary

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

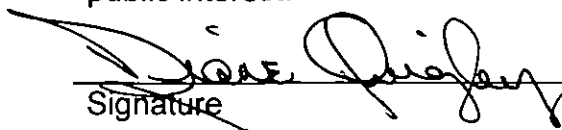
**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Diane Quigley
2. Title: Presiding Board Member
3. Agency: Real Estate Appraiser Board
4. Transaction: Informal Fact-Finding Conferences on December 1, 2011
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

12/1/2011
Date