

AUCTIONEERS BOARD MEETING MINUTES

The Virginia Auctioneers Board met on January 9, 2018, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Betty Bennett (Auctioneer)
Douglas Sinclair (Auctioneer)
Andrew Smith (Citizen Member)
Linda Terry (Auctioneer)

Board member, Ashla Roseboro (Citizen Member), was not present for the meeting.

Board staff present for all or part of the meeting were:

Kate Nobsch, Executive Director
Marian Brooks, Board Administrator
Bonnie Davis, Administrative Assistant

Agency staff present for all or part of the meeting were:

Jay W. DeBoer, Director
Bonnie Rhea Adams, Director, Compliance Analysis and Resolution
Susan Garbini, Legal Analyst, Compliance Analysis and Resolution
Jessica Eldridge, Presiding Officer, Post Adjudication & Licensing
Latoya Jackson, Licensing Specialist, Post Adjudication & Licensing
Shannon Webster, Director, Education and Exams

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

Ms. Bennett, Chair, called the meeting to order at 10:18 a.m.

Call to Order

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

**Emergency Evacuation
Procedures**

Ms. Nobsch introduced Doug Sinclair, new auctioneer Board member, and other Board members introduced themselves. She also introduced the audience: Kendall Bennett, Mark Gribbin with Joint Legislative Audit & Review Commission (JLARC); and DPOR staff, Bonnie Rhea Adams, Susan Garbini, Jessica Eldridge, and Latoya Jackson. She stated that the Board's new citizen Board member, Ms. Roseboro sends her regrets.

**Welcome and
Introductions**

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

Approval of Agenda

Mr. Smith moved to approve the October 12, 2017 Board meeting minutes. Ms. Terry seconded the motion which was unanimously approved by members: Bennett, Sinclair, Smith, and Terry.

Approval of Minutes

There was no public comment.

Public Comment Period

Chair of the meeting was passed from Ms. Bennett to Mr. Smith, Vice Chair. Ms. Bennett left the Board meeting.

**Board Member
Departure**

Regarding File Number 2017-02735, Lorraine Ellen Bailey, the Board members reviewed the Consent Order as seen and agreed to by Ms. Bailey. Ms. Terry moved to accept the Consent Order which cites the following violation of the Board's regulations: 18VAC25-21-180.6 (Count 1). For these violations, Ms. Bailey, agrees to pay no monetary penalty for the violation contained in Count 1; and \$150 in board costs, for a total monetary penalty of \$150. In addition for violation of Count 1, Ms. Bailey agrees to revocation of her license. Mr. Sinclair seconded the motion which was unanimously approved by members: Sinclair, Smith, and Terry. As the presiding Board member, Ms. Bennett was not present for the discussion or vote.

**File No. 2017-02735,
Lorraine Ellen Bailey**

Regarding File Number 2017-02755, Debra June Matthews, the Board members reviewed the Consent Order as seen and agreed to by Ms. Matthews. Mr. Sinclair moved to accept the Consent Order which cites the following violation of the Board's regulations: 18VAC25-21-180.6 (Count 1). For these violations, Ms. Matthews, agrees to pay no monetary penalty for the violation contained in Count 1; and \$150 in board costs, for a total monetary penalty of \$150. In addition for violation of Count 1, Ms. Matthews agrees to complete thirty (30) credit hours of continuing education, and provide proof acceptable to the Board of attendance and successful completion within six (6) months of the effective date of this Order. Ms. Terry seconded the motion which was unanimously approved by members: Sinclair, Smith, and Terry. As the presiding Board member, Ms. Bennett was not present for the discussion or vote.

**File No. 2017-02755,
Debra June Matthews**

Ms. Bennett returned to the Board meeting. Chair of the meeting was passed from Mr. Smith to Ms. Bennett.

**Return of Board
Member**

Ms. Nosbisch reported the Session starts tomorrow and ends March 10, 2018. Mr. DeBoer stated it would be a busy session for DPOR. The Session has not even started, and there are over a dozen bills involving our Agency.

**2018 General Assembly
Session**

Board members were provided financial statements for informational purposes. The Board is in a good financial position, and there are no fee increases expected in the foreseeable future.

**Review of Board
Financial Statements**

Ms. Nosbisch informed Board members that they should have received an

Statement of Economic

email from the Virginia Conflict of Interest and Ethics Advisory Council regarding their yearly statement of economic interests (SEI). Ms. Nosbisch stated that completion of the SEI form is a requirement for Board members and that the online form must be completed by all Board members before February 1, 2018. **Interest**

Ms. Bennett provided the licensee counts as of December 1, 2017: Auctioneers 1190 and Firms 256. **Other Business**

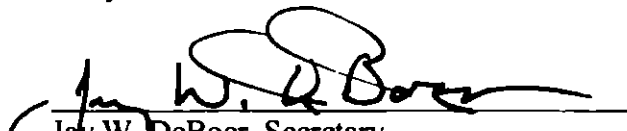
Ms. Nosbisch reminded Board members that their COIA training should have been completed by December 31, 2017.

Ms. Webster, Director of Education and Exams, stated the auctioneer's exam is in process, and the department may call on the auctioneers as subject matter experts.

Conflict of Interest forms were completed by all members present. **Conflict of Interest Forms**

There being no further business, the meeting adjourned at 10:42 a.m. **Adjourn**


Betty Bennett, Chair


Jay W. DeBoer, 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 October 12, 2017

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

File # 2017-02735, LORRAINE ELLEN Bailey
File # 2017-02755, Debra June Matthews

Nature of Personal Interest Affected by Transaction:

worked with investigators on above files

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.

Betty A. Bennett
Signature

1/9/2018
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 October 12, 2017

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

10-9-16

Date

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

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

1. Name: Andrew Smith
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting October 12, 2017
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

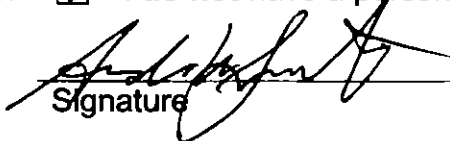
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

1/9/2018
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 October 12, 2017
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.

Linda W. Terry
Signature

1/9/18
Date