

**AUCTIONEERS BOARD MEETING
MINUTES**

The Virginia Auctioneers Board met on August 29, 2016, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Larry Linkous
Travis Lee
Linda Terry

Board member Michael Phillips was not present for the meeting.

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

Kathleen R. Nosbisch, 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
Shannon Webster, Education and Examinations Director

Joshua Laws, Assistant Attorney General was present from the Office of the Attorney General.

Mr. Linkous, Chair, called the meeting to order at 11:00 a.m.

Call to Order

Mr. Linkous advised the Board of the emergency evacuation procedures.

**Emergency Evacuation
Procedures**

Ms. Brooks introduced, Bonnie Davis, new Administrative Assistant for the Board, as well as Joshua Laws, Assistant Attorney General, who is covering for Elizabeth Peay. Ms. Brooks noted that Mark Courtney retired August 1, and Board member, Will Farmer, resigned from the Board.

Introductions

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

Approval of Agenda

Ms. Terry moved to approve the January 13, 2016, Board meeting minutes. Mr. Lee seconded the motion which was unanimously approved by members: Linkous, Lee, and Terry.

Approval of Minutes

Public Comment Period – There were no public comments.

Public Comment Period

Ms. Nosbisch informed the Board that according to policy, the vice-chair assumes the position of chair, but because the vice chair has resigned, a

Election of Officers

new chair will need to be elected. Ms. Terry moved to nominate Mr. Linkous, current chair, as Chair. Mr. Lee seconded the motion which was unanimously approved by: Linkous, Lee, and Terry. Mr. Linkous moved to nominate Ms. Terry as Vice-Chair. Mr. Lee seconded the motion which was unanimously approved by members: Linkous, Lee, and Terry.

Ms. Brooks stated that because the Auctioneers Board is such a small board, former Board members, Betty Bennett and Buddy Updike, have been asked to serve as presiding officers of Informal Fact Finding (IFF) Conferences. Ms. Terry moved to approve Buddy Updike and Betty Bennett to preside over IFFs. Mr. Lee seconded the motion which was unanimously approved by members: Linkous, Lee, and Terry.

The Board discussed the continuing education exemption that was enacted in the 2016 session of the General Assembly. Initial information was reviewed. Ms. Nobsch stated the Board, upon review and approval of proposed regulatory changes to 18VAC25-21-250 and 18VAC25-21-260 needs to make a motion to file as an exempt action.

The Board recessed from 11:07 a.m. until 11:20 a.m.

The Board reviewed proposed language to 18VAC25-21-250 and 18VAC25-21-260. Ms. Terry moved to approve the proposed language and file as an exempt action. Mr. Lee seconded the motion which was unanimously approved by members: Linkous, Lee, and Terry.

Ms. Nobsch presented the changes to regulatory language in 18VAC25-11-50 of the Public Participation Guidelines (PPG). Ms. Nobsch noted this change could be handled as a fast-track action. Ms. Terry moved to file the changes to 18VAC25-11-50 as a fast-track regulatory action. Mr. Lee seconded the motion which was unanimously approved by members: Linkous, Lee, and Terry.

Ms. Brooks stated that this information will be sent to the Board members via email.

Board members were provided financial statements for informational purposes.

Board members considered the proposed meeting dates for 2017:

- January 18, 2017
- April 19, 2017
- July 18, 2017
- October 12, 2017

Review and Approval of Former Board Members to Preside Over IFFs

Continuing Education Exemption (54.1-603.1)

Recess

Continuing Education Exemption (54.1-603.1) (continued)

PPG Regulatory Changes

Review of Compliance & Investigations Activity

Review of Board Financial Statements

Other Business

Ms. Terry stated she will be unavailable January 6-21, 2017. By consensus, the Board approved the 2017 dates pending the January 2017 date.

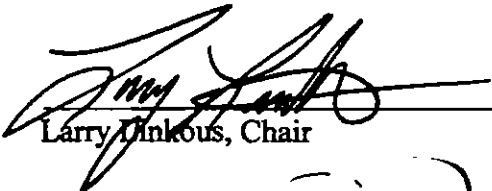
Ms. Brooks reported that the contract with the Board's exam vendor, Ergometrics, has been cancelled. Ms. Webster, Education and Exams Director, informed the Board that the contract ends on December 31, 2016. She stated that DPOR has partnered with Community College Workforce Alliance (CCWA) to develop and administer the exam. She does not expect any delay in taking the exam.

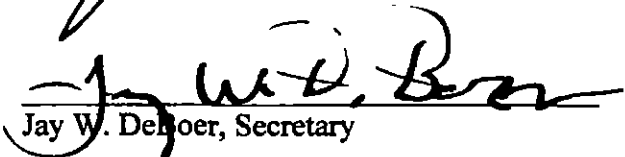
Conflict of Interest forms were completed by all members present.

**Conflict of Interest
Forms**

The meeting was adjourned at 11:33 a.m.

Adjourn


Larry Dinkous, 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: Travis Lee
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting August 29, 2016

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

None

Nature of Personal Interest Affected by Transaction:

None

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.

Travis Lee

Signature

8/29/16

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 August 29, 2016

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

Nature of Personal Interest Affected by Transaction:

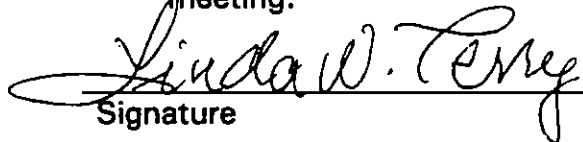
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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

8/29/16
Date

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

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

1. Name: Larry Linkous
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting August 29, 2016

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:

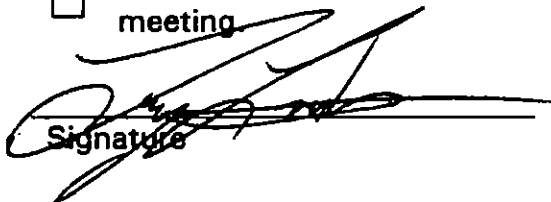
Auctioneers

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

8-29-16
Date