

**Board of Registration of Real Estate Brokers and Salespersons
1000 Washington Street, Boston, MA 02118
Minutes of July 9, 2019**

**Conference Room 1C, 1st Floor
Time: 10:30 a.m.
Location: 1000 Washington St., Boston, MA**

Members Present:

Kevin Sears, *Industry Member, Board Chairperson*
Kimberly Allard, *Industry Member*
Peter Ruffini, *Industry Member*
Robert L Jones II, *Public Member*

Administrative Staff Present:

Shawn Murphy, *Executive Director*
Colleen Cavanaugh, *Associate Executive Director*
Kristin Mitchell, *Program Coordinator*
James O'Connor, *Board Counsel*
Esther Laine, *Deputy Commissioner*

Public Present:

Jeff Weiss, Keep Me Certified

Call to Order – Kevin Sears opened the meeting at 10:45 a.m.

Evacuation Procedures and Housekeeping Matters: James O'Connor reviewed the evacuation procedures and introduced the Board to our new Deputy Commissioner, Esther Laine.

Vote on Minutes of September 18, 2018 and May 31, 2019 – MOTION was made by Peter Ruffini to approve the minutes as written. The Motion was seconded by Robert Jones II and unanimously adopted by the Board.

Executive Director's Report to the Board:

- (a) Shawn Murphy reported on Board on the stats of the unit: Complaints, Applications, etc.
- (b) Shawn Murphy introduced the Board to our new Associate Executive Director, Colleen Cavanaugh.
- (c) Kristin Mitchell went over the change to Affiliations where they are now to be completed by Brokers online through the Agency's ePlace Portal.

Educational Subcommittee Appointees:

- (a) Two appointee applicants were presented to the Board to be appointed to the Subcommittee: Kate Lanagan MacGregor and Isabelle Perkins. Kimberly Allard motioned to add new members and reappoint current members. The motion was seconded by Peter Ruffini and unanimously adopted by the Board.

Education:

- (a) Jeff Weiss and his business partner presented his findings to the Board on offering Online Education. He asked the Board to consider to adopt the use of pre-filmed education for the Pre-Licensure education. Kimberly Allard advised that he should appear before the Educational Subcommittee.

Out of State Development Application:

- (a) A motion was made by Peter Ruffini to approve out of state application as amended by Board members. The motion was seconded by Robert Jones and unanimously adopted by the board.

Consideration of Rhode Island Boards FAQs on Teams:

- (b) The Board tabled until the next scheduled meeting.

Executive Session – Closed Session under MGL ch. 30A, Section 21 - Good Moral Character

A motion to enter into Executive Session – Closed Session under MGL ch. 30A, Section 21 - Good Moral Character was made by Kevin Sears, seconded by Peter Ruffini and unanimously adopted by the Board at 11:33am.

Peter Ruffini motioned to leave Executive Session. The motion was seconded by Robert Jones and unanimously adopted by the Board.

Kevin Sears called for a 25 minute break for lunch at 1:35 PM. Returned at 2:00 PM.

Complaints and Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:

MOTION to enter Closed Session at 2:00 PM under M.G.L. c. 112, s. 65C was made by Peter Ruffini. The motion was seconded by Kimberly Allard and unanimously adopted by the Board.

A motion to enter Open Session was made by Kevin Sears, seconded by Robert Jones and unanimously adopted by the Board at 2:37 PM.

Topics not reasonably anticipated by the Chair:

- (a) Scheduled Next Meeting for September 23, 2019 at 10:30am.

Kimberly Allard made a motion to adjourn the meeting at 3:09 PM, seconded by Peter Ruffini and unanimously adopted by the Board.



Kevin Sears, Chairman, Real Estate Brokers and Salespersons Board

List of Documents:

1. Agenda dated July, 2019