

**REAL ESTATE APPRAISERS BOARD
MINUTES
AUGUST 21, 2013**

PRESENT: Marla Britton, Scott Brunner (arrived 10:06 a.m.), Carl Clementi, Sharon Fiedler, Henry Simon

EXCUSED: Lawrence Nicholson

ABSENT: Jose Perez

STAFF: Tom Ryan, Executive Director; Karen Rude-Evans, Bureau Assistant

CALL TO ORDER

Marla Britton, Chair, called the meeting to order at 9:30 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

Amendments:

- Item J4 (open session) – Status of Stature and Administrative Rule Matters - Insert additional information after page 26

MOTION: Carl Clementi moved, seconded by Henry Simon, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF AUGUST 7, 2013

MOTION: Sharon Fiedler moved, seconded by Carl Clementi, to approve the minutes of August 7, 2013 as written. Motion carried unanimously.

PROCTORED EXAMS FOR QUALIFYING EDUCATION

MOTION: Sharon Fiedler moved, seconded by Henry Simon, to direct Department staff to research provider approval and security of proctored exams for qualifying education and to report back to the Board at the next meeting. Motion carried unanimously.

CONVENE TO CLOSED SESSION

MOTION: Henry Simon moved, seconded by Sharon Fiedler, to allow Jenny Tidwell, Denise Graves and Claire Brooks, ASC Subcommittee Auditors, to attend closed session. Motion carried unanimously.

Chair Marla Britton read the motion to convene to closed session.

MOTION: Sharon Fiedler moved, seconded by Carl Clementi, to convene to closed session to deliberate on cases following hearing (s. 19.85(1) (a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats. Roll call vote: Marla Britton-yes, Scott Brunner-yes; Carl Clementi-yes; Sharon Fiedler-yes; Henry Simon - yes. Motion carried unanimously.

Open session recessed at 12:16 p.m.

RECONVENE TO OPEN SESSION

MOTION: Henry Simon moved, seconded by Scott Brunner, to reconvene into open session. Motion carried unanimously.

Open session reconvened at 12:51 p.m.

PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

MOTION: Sharon Fiedler moved, seconded Henry Simon, to adopt the Findings of Fact, Conclusions of Law, Final Decision and Order in the disciplinary proceedings against **Stephen C. Fairbairn (12 APP 006)**. Motion carried unanimously.

MOTION: Henry Simon moved, seconded by Sharon Fiedler, to adopt the Findings of Fact, Conclusions of Law, Final Decision and Order in the disciplinary proceedings against **Allen C. Balsiger (12 APP 067)**. Motion carried unanimously.

MOTION: Sharon Fiedler moved, seconded by Carl Clementi, to adopt the Findings of Fact, Conclusions of Law, Final Decision and Order in the disciplinary proceedings against **Michael G. Donahue (12 APP 069)**. Motion carried unanimously.

CASE CLOSING(S)

MOTION: Henry Simon moved, seconded by Sharon Fiedler, to close case **12 APP 072 for prosecutorial discretion (P7)**. Motion carried unanimously.

ADJOURNMENT

MOTION: Henry Simon moved, seconded by Carl Clementi, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 2:32 p.m.