

**TENNESSEE REAL ESTATE COMMISSION MINUTES**  
**October 7 – 8, 2010**

The Tennessee Real Estate Commission convened on October 7, 2010 at 9:20 a.m. at the Great Smoky Mountains Association of REALTORS®, 1109 Glennhill Lane, Sevierville, TN 37862. **The following Commission Members were present Chairman Isaac Northern, Commissioner Grover Collins, Commissioner William "Bear" Stephenson, Commissioner Carol Tate, Commissioner Wendell Alexander, Commissioner Michelle Haynes, Commissioner David Flitcroft and Commissioner Valerie Joh. Vice-Chairman Woods was absent. Others Present: Eve Maxwell, Executive Director, Steve McDonald, Education Director, Robyn Ryan, Assistant General Counsel, Mandy Spencer, Paralegal and Kelly McDermott, Administrative Secretary.**

The first order of business was the adoption of the agenda (**Exhibit 1**) for the October 2010 Commission meeting. **Commissioner Tate made a motion to adopt the agenda for the October 2010 meeting; seconded by Commissioner Joh; unanimous votes; motion carried.**

The next order of business was the approval of the minutes from the September 2010 meeting (**Exhibit 2**). **Commissioner Alexander made a motion to approve the September 2010 minutes; seconded by Commissioner Tate; unanimous vote; motion carried.**

There was a discussion regarding measures that can be taken to help the upcoming renewal of E&O insurance run smoothly and to avoid some of the circumstances that led to over a third of active licensees not renewing their E&O insurance two years ago by 1/1/2009. Ms. Maxwell reported that TREC held a subcommittee meeting for the purposes of discussing how the E & O situation might be handled for the 1/1/2011 renewal. She advised that the subcommittee was appointed by TREC Chairman Isaac Northern and was comprised of: Commissioners Wendell Alexander, Dave Flitcroft and Bear Stephenson and staff members Eve Maxwell, Robyn Ryan and Kathryn Wiseman. Ms. Maxwell stated that after discussion concerning the challenges which have been faced and which continue to be faced with E & O enforcement for the 1/1/2009-12/31/2010 renewal period, the subcommittee determined that a different approach might be in order for the 1/1/2011-12/31/2012 period. The Chairman and the members of the subcommittee reported on their discussions and ultimate recommendations. Ms. Maxwell also presented the Commission with a timeline of actions to be taken before the end of the year by both Rice Insurance and TREC to encourage licensees to renew their Errors & Omissions insurance in a timely manner. **After discussions regarding potential processes that can be put in effect to ensure the E&O renewal process go smoothly, Ms. Maxwell read the following motion made by Commissioner Flitcroft and seconded by Commissioner Alexander into the record. A vote was held and the motion passed unanimously. Following is the content of the motion:**

- 1) TREC Staff will post on the website the names of uninsured licensees , their company name and their principal broker's name with an appropriate disclaimer that has been written by the legal department**

- that the information obtained by TREC may not reflect the most recent changes. Further, the posting of this information should begin as soon as possible (i.e. right after the first of the year 2011).
- 2) TREC Staff will also include in the TREC News-Journal a list of all uninsured licensees including the same legal disclaimer used on the website.
  - 3) Licensees who are considering going into retired status should be encouraged to do so before January 1, 2011 to avoid the need to purchase another two year insurance policy.
  - 4) Principal Brokers should be encouraged to release any affiliated licensee that does not have insurance from 1/1/2011 – 3/30/2011.
  - 5) If a licensee renews their insurance within the first 90 days without a notice of claims, they are reinstated by Rice Insurance by signing a reinstatement form. Their policies are backdated to the first of the year with the execution of this form in which the licensee attests they have had no notice of claims prior to applying for reinstatement of their E&O policy. There will be not set penalty for this group of licensees. Licensees who do not have insurance in place in the first 90 days are subject to a set penalty determined by the Commission.
  - 6) Each licensee and their principal broker will be fined \$500.00 for each 30 day period or portion thereof after the 90 day period.
  - 7) On or after the 91<sup>st</sup> day, TREC Staff will open a TREC complaint.
  - 8) After 120 days, TREC will begin administrative processes for revocation of the license or assessment of a civil penalty pursuant to Rule 1260-02-.32. In addition the licensee must attend a two day TREC meeting.
  - 9) Any principal broker may avoid penalty by releasing the affiliated licensee prior to the end of the first 90 days after expiration.
  - 10) TREC will compare the effectiveness of this particular procedure to the previous efforts in order to determine going forth the best way to proceed.

**The above conditions will also apply to licensees with alternate insurance. Ms. Maxwell explained the wording of the policy will be broad and include time periods of 90 days and 120 days instead of the set dates of renewal for Rice Insurance at the beginning of 2011.**

**Steve Hawkin, Assistant District Attorney of Sevier County** addressed the Commission briefly regarding unlicensed activity. He advised the Commission of actions the Sevier County DA's office has taken to curb unlicensed activity.

Assistant General Counsel Robyn Ryan and Paralegal Mandy Spencer reported on the E&O formal hearings that were held on August 24, 25 & 26, 2010 and the upcoming E&O hearings to be held October 27 & 28, 2010. Ms. Spencer offered statistical data regarding the number of licensees who appeared in August and the outcome of those hearings and also the number of licensees who have been served formal charges for the October hearings. Ms. Ryan advised that the Administrative Law Judge who will hear the October hearings has agreed to also hear the remaining hearings on an

undetermined date in December 2010. Ms. Ryan read the Commission the Statute regarding the requirements for service.

### **EXECUTIVE DIRECTOR'S REPORT, EVE MAXWELL, EXECUTIVE DIRECTOR**

Ms. Maxwell presented the following information to the Commission for review:

- **Complaint Statistics Report (Exhibit 3)** – Ms. Maxwell presented licensing statistics to the Commission. As of September 30, 2010, TREC had a total of 164 open complaints. Of those 164 open complaints, 111 were Errors & Omissions insurance complaints. There were 42 new complaints in September 2010. There are 164 complaints in the legal department and 5 open complaints in the TREC office awaiting response. The total number of closed complaints for the current Fiscal Year 2010-2011 is 50. Total Civil Penalties paid in September 2010 were \$24,180.00.
- **Licensing Statistics (Exhibit 4)** – Ms. Maxwell presented licensing statistics for the month of September 2010. As of September 30, 2010, there were 26,824 active licensees, 1,404 inactive licensees and 10,455 retired licensees. There were 4,380 active firms and 354 retired firms. There were 226 new applications approved in September 2010. Further, she presented a detailed report on licensee renewal percentages from November 2008 through July 2010. She also presented a chart comparison of total licensees for individuals (active, retired and inactive) and firms in 2005, 2006, 2007, 2008, 2009 and 2010. She also presented the number of licenses approved in 2006, 2007, 2008, 2009 and 2010 and the average number of licensees (individuals) issued per month for each year from 2000 -2010. Mr. McDonald, Education Director, presented bar graphs reflecting trends in test taking. The graphs were comprised of test taking statistics for 2007, 2008, 2009 and 2010 and the year to date testing totals and trends for Affiliate Brokers, Brokers, Timeshare Salesperson and Acquisition Agents.

Ms. Maxwell discussed considerations for when a Principal Broker departs a firm abruptly or unexpectedly. She explained situations arise which result in a licensed real estate firm abruptly losing its Principal Broker. She advised that sometimes it is the result of the death, desertion, retirement, ill health, or termination of the Principal Broker, but whatever the reason, the affiliated licensees are suddenly faced with decisions concerning the ongoing business of the firm. She further advised that neither the Broker Act nor the rules promulgated thereunder address the situation. She outlined guidelines which TREC has suggested individuals follow. She also asked that as the Commission considers this issue, she thought it would be helpful to compile a list of how other states handle such a situation. Following is a list Ms. Maxwell presented to the Commission. She and the Commission discussed several of the varied solutions utilized by other states for when a Principal Broker abruptly leaves a firm.

- Most states allow for a temporary "broker" to wind down the firm operations. This can be an estate attorney, an appointee by the Commission, or most frequently, a licensee (either broker or affiliate) already affiliated with the firm.
- The temporary Principal Broker can serve anywhere from 30-180 days and some states allow for an extension with proper documentation.

- Licensees and the temporary PB can only complete (close or terminate) transactions that are in various stages of completion or termination at the time of the PB's departure.
- No new business can be undertaken
- All listing and management clients should be notified and if firm closing, all listing and buyer rep agreements in which there were no offers or earnest money receipts should be terminated and individuals told that they can enter into new agreement with firm of their choice.
- All negotiations between buyers and sellers, landlords and tenants should be completed as quickly as possible.
- Escrow accounts should be maintained until all moneys have either been transferred to a third party escrow agent (bank, attorney, title company) for closing on a transaction, properly disbursed as agreed in writing by the parties in the contract, transferred to new firm as directed by landlord or other legally empowered authority. Keep receipts for transfer of funds in each transaction file.
- Notify TREC in writing of the location of all trust accounts and transaction files for which the PB was responsible. Records should be available for TREC audit for some period of time following closure (3 years). Name and address of custodian of files.
- All advertising and signs should be removed and arrangements should be made to cancel all advertising in every medium
- If a new permanent PB is taking over, complete transfer of listings, contracts, affiliated licenses, escrow monies, leases and other firm agreements.

**It was the consensus of the Commission that Staff should create some language to be used for a policy or rulemaking and the matter will be discussed at a future meeting.**

Chairman Northern recessed the meeting for lunch at 11:38 a.m. and reconvened at 1:21 p.m.

#### **AFFILIATE BROKER APPLICANT INFORMAL CONFERENCE**

**Gabriel Palmer, applicant, appeared with his potential Principal Broker Sharon Laing** to request he be approved for an Affiliate Broker license. Mr. Palmer disclosed to the Commission convictions of Simple Possession & Casual Exchange & Possession of Drug Paraphernalia in 2004, Simple Possession & Casual Exchange & Evading Arrest – Non Vehicle Flight in 2006 and Theft – Value of Property Services \$500.00 or less & Evading Arrest – Non-Vehicle Flight in 2007. **Commissioner Joh made a motion to approve; seconded by Commissioner Tate; unanimous vote; motion carried.**

#### **TIMESHARE SALESPERSON APPLICANT INFORMAL CONFERENCE**

**Danny Ray Cisson, applicant, appeared with his potential Principal Broker Pamela Johnsen** to request he be approved for a Timeshare Salesperson license. Mr. Cisson disclosed to the Commission a conviction for Possession & Distribution of a Controlled Substance in 1982. **Commissioner Collins made a motion to approve; seconded by Commissioner Flitcroft; unanimous vote; motion carried.**

**EXECUTIVE DIRECTOR'S REPORT, EVE MAXWELL, EXECUTIVE DIRECTOR**  
**(continued)**

Commissioner Flitcroft reviewed Attorney General's Opinion No. 10-93 titled "Seller financing under the Tennessee Residential Lending, Brokerage and Servicing Act". The question proposed to the Attorney General was "whether the Tennessee Residential Lending, Brokerage and Service Act. T.C.A. § 45-13-101, et seq., requires an individual investment property owner to obtain a license before the individual may engage in seller financing when he or she sells the investment property?" The Attorney General's office delivered the following opinion. "An individual investment property owner who provides a purchaser with financing that qualifies as a 'residential mortgage loan' must be licensed under the T.C.A. § 45-13-201 et seq., unless a statutory exception applies. Additionally, such an individual who provided such financing for compensation or gain or in the expectation of compensation or gain must be licensed under T.C.A. § 45-13-301, et seq., unless a statutory exception." **Commissioner Flitcroft made a motion to insert the Attorney General's opinion No. 10-93 in the next publication of the TREC law manual; seconded by Commissioner Tate for discussion; roll call vote: 3 yes, 5 no; motion failed.**

Ms. Maxwell updated the Commission on the hiring of a new Auditor II for the Tennessee Real Estate Commission.

**EDUCATION REPORT, STEVE MCDONALD, EDUCATION DIRECTOR**

Mr. Steve McDonald, Education Director, presented Courses for Commission Evaluation and Discussion for the month of September 2010. **Commissioner Tate made a motion to approve all Courses for Commission Evaluation; seconded by Commissioner Collins; unanimous vote; motion carried.**

Mr. McDonald reported on course renewal. He provided the Commission a list of all providers who had complied with the deadline to renew. He also presented courses that he has reviewed and met the criteria for renewal.

Mr. McDonald reported that provider Dwayne Powell of Little Red School of Real Estate has not complied with an audit TREC requested regarding student evaluations and class rosters. He advised the Commission that the provider has been sent a certified letter advising them that they have been placed on probation for thirty (30) days and shall supply the information requested by the Tennessee Real Estate Commission by close of business on October 21, 2010. There was discussion as to actions that may be taken if this provider does not come into compliance by October 21, 2010. Ms. Ryan advised that the Commission's disciplinary action is limited to withdrawing approval of a course pursuant to Rule 1260-5-.10 if the Commission finds that a course fails to meet the Commission's standards. She further advised that T.C.A. § 62-13-106 [Schools] gives the Commission the power to promulgate rules and regulations relative to the establishment and conducting of any course. **Commissioner Alexander made a motion to table any further discussion of the matter until the November meeting; seconded by Commissioner Tate; unanimous vote; motion carried.**

Mr. McDonald discussed ARELLO discontinuing certification of DVD courses effective September 29, 2012. He explained that ARELLO's stance is that they will not certify a continuing education course that is in a DVD that is not proctored or without starts and stops that you can actually validate the education that a licensee has taken. Mr. McDonald advised that the Dyer County Board contacted TAR with a complaint and TAR in turn contacted TREC regarding the complaint. Mr. McDonald then forwarded the email from TAR to ARELLO and confirmed that they would not certify DVD courses or home correspondence courses as of September 29, 2012. **Commissioner Collins made a motion to not certify any courses that are not approved/certified by ARELLO; seconded by Commissioner Joh; vote: 7 yes, 0 no; Commissioner Flitcroft abstained; motion carried.**

Mr. McDonald reported briefly on attendance at the Education Seminar at the Memphis Area Association of REALTORS®.

### **LEGAL REPORT, ROBYN RYAN, ASSISTANT GENERAL COUNSEL**

Ms. Ryan discussed with the Commission potential new rule changes to be addressed at the next rulemaking hearing. She reviewed some possible Vacation Lodging Services rule changes. The Commission analyzed the proposed rule changes and offered suggestions (i.e. number of hours the designated must be in the office or reasonable access to records upon request by TREC, requiring bonds).

Following are the suggestions presented to the Commission regarding proposed VLS rule changes.

#### **Designated agent qualifications**

1. To qualify for a Designated Agent licensee:
  - a. Applicants must have a high school diploma or a GED.
  - b. Applicants must have certified proof of completion of eight hours of pre licensing course approved by the Tennessee Real Estate Commission.
  - c. If an applicant has criminal conviction involving theft, embezzlement or any like crime, that applicant must appear before the Commission in the application process.

#### **Designated agent responsibilities**

1. Each VLS firm shall have a designated agent licensed in accordance with TCA 62-13-104(3)(B) who will be responsible for the supervision of any office employee of the VLS.
2. Designated agents shall be available in the VLS office a minimum of \_\_\_\_\_ hours per week.
3. Every VLS office shall post a minimum bond of \$1,000.00 for the designated agent affiliated with that office..
4. The designated agent shall maintain the VLS escrow account and shall maintain all records associated with the VLS firm while the DA is affiliated with the firm.

#### **Civil Penalties**

The Commission may in a lawful proceeding regarding any person required to have a Designated Agent license and/or a Vacation Services Lodging licensee, assess a civil

penalty for each violation of a statute, rule or other order. This penalty can be in addition to, or in lieu of, any other lawful disciplinary action. The Commission may assess such penalties pursuant to the following:

T.C.A. 62-13-104(b)(3)C) \$200-\$1000

T.C.A. 62-13-104(b)(3)(D)(i) \$200-\$1000

T.C.A. 62-13-104(b)(7)(B)(i) \$250-\$1000

(ii) \$250-\$900

(iii)\$300-\$1000

(iv)\$100-\$800

(v)\$300-\$1000

(vi)\$200-\$900

(vii)\$100-\$800

(viii)\$200-\$900

(ix)\$300-\$1000

(x)\$300-\$1000

(xi)\$50-\$1000

(xii)\$250-\$1000

(xiii)\$200-\$1000

T.C.A. 62-13-104(b)(8)(A)(i) \$200-\$1000

T.C.A. 62-13-104(b)(10)(A) \$25-\$1000

### **Advertising**

All advertising, regardless of its nature or medium, promoting the VLS firm and/or its rentals, shall conform to the requirements of this rule.

1. All advertising must be conducted in the name of the firm as registered with the Tennessee Real Estate Commission. If the firm conducts business under a d/b/a, then that d/b/a shall be part of the firm name as licensed with Tennessee Real Estate Commission. The telephone number as registered with the Tennessee Real Estate Commission must also appear in all advertising.
2. In internet advertising, the firm name, the firm number and the telephone number must appear on each page.
3. All signage and printed material must display the firm name, firm telephone number and firm license number.

### **VLS Instructor Qualifications**

To be eligible as a VLS instructor,

1. Must hold a license as a Designated Agent under the VLS Act; or.
2. Have a minimum of three (3) years experience in Vacation Lodging Services.
3. If a course concerns any other field in which a degree, certification or other recognized designation is commonly awarded, then the VLS instructor must have earned that degree or designation, or has at least three (3) years of satisfactory experience in the field.

All VLS instructors:

1. Must have a high school diploma or a GED.
2. Must not have any outstanding complaints with the Tennessee Real Estate Commission that have not been resolved.

### **VLS Education Approval**

1. The Commission may charge a fee of up to twenty-five dollars (\$25.00) for each instructor in an education cycle in order to review that instructor's qualifications.
3. Before any VLS educational course is reviewed for approval by the Commission, the following non-refundable fees shall be paid according to the following hourly credit schedule:
  - a. Any course not exceeding 8 hours, a fee of twenty-five dollars (\$25.00).

The commission will approve courses based upon a two year review cycle of all courts. Each cycle will end on December 31<sup>st</sup> of the second year. The first period of approval will end December 31, 2012.

Each course approval shall remain effective until the end of the review cycle, notwithstanding the date upon which it was approved.

All course providers shall be required to resubmit their courses for approval at least one hundred twenty days prior to the applicable expiration date. Failure to meet this deadline may result in non-approval of a course.

**FEES:**

1. For the issuance of an original license, either a VLS firm license or a designated agent license, shall be one hundred dollars (\$100.00) for each license.
2. For each renewal of either license, the fee shall be eighty dollars (\$80.00).
3. For the change of a designated agent, twenty-five dollars (\$25.00).
4. Certified copies shall have a fee of one dollar (\$1.00) per page.
5. Other copies shall have a fee of twenty five cents (25 cents).
6. Change of name, ten dollars (\$10.00).
7. Duplicate license, ten dollars (\$10.00).

Bad checks must be made good within five days after the licensee is notified. Bad checks shall be subject to additional fines if replacement funds have not been tendered to the State.

Staff was instructed to prepare for a review of all policies at the next meeting.

Chairman Northern recessed the meeting Thursday, October 7, 2010 at 4:03 p.m.



**TENNESSEE REAL ESTATE COMMISSION**  
**October 7 – 8, 2010**

The Tennessee Real Estate Commission convened on October 8, 2010 at 9:21 a.m. at the Great Smoky Mountains Association of REALTORS®, 1109 Glennhill Lane, Sevierville, TN 37862. **The following Commission Members were present Chairman Isaac Northern, Commissioner Grover Collins, Commissioner William "Bear" Stephenson, Commissioner Carol Tate, Commissioner Wendell Alexander, Commissioner Michelle Haynes, Commissioner David Flitcroft and Commissioner Valerie Joh. Vice-Chairman Woods was absent. Others Present: Eve Maxwell, Executive Director, Steve McDonald, Education Director, Robyn Ryan, Assistant General Counsel, Mandy Spencer, Paralegal and Kelly McDermott, Administrative Secretary.**

**LEGAL REPORT, ROBYN RYAN, ASSISTANT GENERAL COUNSEL (continued)**

- 1) **2010008051 – Commissioner Joh made a motion to accept legal counsel's recommendation to close and flag the file pending the outcome of litigation; seconded by Commissioner Collins; unanimous vote; motion carried.**
- 2) **2010017481 &**
- 3) **2010017482 – Commissioner Flitcroft made a motion to accept legal counsel's recommendation to dismiss; seconded by Commissioner Joh; unanimous vote; motion carried.**
- 4) **2010026961 &**
- 5) **20100027011 &**
- 6) **2010027041 &**
- 7) **2010027051 &**
- 8) **2010026861 &**
- 9) **2010026891 – Commissioner Alexander made a motion to accept legal counsel's recommendation to issue a Consent Order with a civil penalty of \$1,000.00 for each complaint (\$6,000.00 total) for violation of T.C.A. §62-13-104(5) [Failing within a reasonable time to account for or to remit any moneys coming into the licensee's possession which belongs to others]; seconded by Commissioner Flitcroft; unanimous vote; motion carried.**
- 10) **2010026951 &**
- 11) **2010026971 &**
- 12) **2010026981 &**
- 13) **2010026991 &**
- 14) **2010027021 &**
- 15) **2010027061 &**
- 16) **2010027061 (duplicate)**
- 17) **2010026811 &**
- 18) **2010026831 &**
- 19) **2010026841 &**
- 20) **2010026851 &**
- 21) **2010026901 – Commissioner Collins made a motion to accept legal counsel's recommendation to issue a Consent Order with a civil**

- penalty of \$5,000.00 for violation of T.C.A. §62-13-312(20) [improper, dishonest or fraudulent dealings]; seconded by Commissioner Alexander; Commissioner Flitcroft made a motion to amend to assess a civil penalty of \$500.00 for each of the 11 complaints totaling \$5,500.00 in civil penalties; seconded by Commissioner Flitcroft; amendment passed unanimously; motion as amended passed unanimously.
- 22) 2010018961 – Commissioner Collins made a motion to dismiss; seconded by Commissioner Tate; unanimous vote; motion carried.
- 23) 2010026701 – Commissioner Joh made a motion to accept legal counsel’s recommendation to dismiss; seconded by Commissioner Collins; unanimous vote; motion carried.
- 24) 2010017441 – Commissioner Flitcroft made a motion to accept legal counsel’s recommendation to issue a Consent Order with a civil penalty of \$500.00 for violation of T.C.A. §62-13-312(5) [Failing within a reasonable time to account for or remit money belonging to others and to further require the Respondent to complete four (4) hours of continuing education in ethics and four (4) hours of continuing education in contract writing within six (6) months; seconded by Commissioner Collins; unanimous vote; motion carried.

Ms. Ryan advised the Commission that Mr. David Moore who had a formal hearing with the Commission on September 2, 2010 has filed a request for a Stay of Final Order. Ms. Ryan asked the Commission for a decision regarding Mr. Moore’s request for a Stay of Final Order. Ms. Ryan stated that Mr. Moore is beyond the seven days from the date of the filing of the Final Order to request a Stay of the Final Order but she advised the Commission that they may discuss the request and look at the facts and make a determination. She advised that the Final Order was entered on September 14, 2010 and the Request for Stay of Final Order is dated September 27, 2010 and it was filed on October 1, 2010. The Commission made a determination based on, not only the time factor, but also the merit of the request. **Commissioner Alexander made a motion to deny the request of Mr. David Moore for a Stay of the Final Order; seconded by Commissioner Tate; unanimous vote; motion carried.**

Ms. Ryan reviewed the Legal File Summary and the Consent Order Log with the Commission.

At the September meeting, the Commission asked Ms. Ryan to write a policy regarding the need for a principal broker to be present at any informal conference held at a Commission meeting. Ms. Ryan presented the Commission with Commission Policy Statement Number 2010-CPS-001, Effective October 8, 2010. Following is the content of the policy. “The Tennessee Real Estate Commission adopts the following policy concerning informal appearances before the Commission: If a license applicant or a licensee is appearing before the Commission for an informal conference, the person so appearing must have his or her Principal Broker appear at the conference. No such informal conference will be heard without the presence of that Principal Broker. **Commissioner Alexander made a motion that Chairman Northern sign the**

**policy and it be made effective; seconded by Commissioner Stephenson; unanimous vote; motion carried.**

### **Commissioner Reports**

Chairman Isaac Northern, Commissioner Grover Collins, Commissioner William "Bear" Stephenson, Commissioner Valerie Joh, Commissioner Carol Tate, Commissioner Wendell Alexander, Commissioner Michelle Haynes and Commissioner David Flitcroft reported on matters of concern to them and to the Commission. It was determined that Ms. Maxwell's next performance review will be conducted at the December 2010 Commission meeting by a subcommittee chaired by Commissioner Flitcroft and including Commissioners Joh, Commissioner Haynes, Commissioner Collins and Commissioner Stephenson. Commissioner Michelle Haynes made a report about the ARELLO conference that was held in September 2010 in Anchorage, Alaska. Chairman Northern explained that as a new Commissioner, Commissioner Haynes felt it beneficial for her to attend the ARELLO conference and she did so with her own money after the State of Tennessee did not approve the Commission's request for travel expenses. Chairman Northern advised Ms. Maxwell that he would be writing a letter to the Administration with a formal request that Commissioner Haynes be reimbursed for her expenses incurred at ARELLO. **Commissioner Alexander made a motion that the entire Commission go on the record as being in favor of Commissioner Haynes being refunded her expenses for the ARELLO conference; seconded by Commissioner Stephenson; unanimous vote; motion carried.**

The Commission briefly addressed travel to other parts of the State of Tennessee. Chairman Northern explained that the reason the Commission meetings are held in all three regions of the State of Tennessee is to benefit licensees by allowing them the opportunity to attend a Commission meeting to learn about the role of the Tennessee Real Estate Commission and receive continuing education credit. The Commission discussed that because of the low attendance at the last Jackson meeting perhaps the September 2011 meeting be moved to another location. **Commissioner Alexander made a motion that the scheduled meeting in September 2011 in Jackson be moved to another to be determined location; seconded by Commissioner Stephenson; unanimous vote; motion carried.**

**Commissioner Collins made a motion to adjourn; seconded by Commissioner Stephenson; unanimous vote; motion carried.**

Chairman Northern adjourned the meeting Friday, October 8 at 10:30 a.m.