

**MINUTES
REGULATORY COUNCIL OF
COMMUNITY ASSOCIATION MANAGERS
FEBRUARY 26, 2021
10:00 a.m. ET
The telephone number is 1.888.585.9008
Conference Room Number: 241687833#**

CALL TO ORDER

The Regulatory Council of Community Association Managers was called to order at approximately 10:00 a.m., by Chair Sharon Cunningham.

MEMBERS PRESENT

Sharon Cunningham, Chair
Gary Pyott, Vice Chair
Robert "Bob" Sibley

PERSONS PRESENT

Krista Woodard, Executive Director, Department of Business and Professional Regulation (DBPR)
James C. Richardson, Chief Attorney, Office of the General Counsel, DBPR
Ronald Thomas "Tom" Jones, Assistant Attorney General, Office of the Attorney General
Melinda Gray, Government Analyst, DBPR
Peggy Ward, Court Reporter, For The Record

APPROVAL OF THE MINUTES OF THE MEETING ON NOVEMBER 6, 2020

Mr. Pyott made a motion to approve the draft minutes of November 6, 2020. Mr. Sibley seconded the motion. The motion passed unanimously.

REPORTS

PROSECUTING ATTORNEY REPORT – James Richardson

Mr. Richardson provided the Council with an overview of the reports. Mr. Richardson indicated that the Office of the General Counsel received 77 new cases and closed 144 cases. Most of the cases were resolved by closing order or letter of guidance. Mr. Pyott observed that there continues to be a number of "Failure to Produce Records" cases in the reports.

Mr. Pyott made a motion to approve the reports as submitted. Mr. Sibley seconded the motion. The motion passed unanimously.

Mr. Pyott asked if there are more company complaints than manager complaints. Mr. Richardson advised the Council that if there is a complaint filed against the manager, there is also a complaint filed against the firm.

COUNSEL REPORT – Tom Jones

Mr. Jones provided the Council with an overview of the February 2021 Rules Report.

Mr. Jones advised the Council that Rule 61E14-2.001, F.A.C., Standards of Professional Conduct became effective October 4, 2020. Rule 61E14-1.001, F.A.C., Prelicensure Education Requirements, should be adopted within the next two weeks. Rule 61E14-3.002, Special Assessment, F.A.C. is being repealed.

Correspondence – Jolita Brazzano

The Council discussed Ms. Brazzano email to Ms. Woodard related to Rule 61E14-1.001, F.A.C., Prelicensure Education Requirements. Mr. Jones informed the Council that in-person education is a statutory requirement.

Mr. Pyott made a motion for Mr. Jones to respond to Ms. Brazzano's email. Mr. Sibley seconded the motion. The motion passed unanimously.

EXECUTIVE DIRECTOR REPORT – Krista Woodard

Continuing Education Courses - Ratification List

The Ratification List of continuing education courses from August 4, 2020, to February 5, 2021 was provided to the Council for their review and approval. Mr. Pyott moved to approve the Ratification List as submitted. Mr. Sibley seconded the motion. The motion passed unanimously.

Mr. Pyott mentioned that it appears to be an increase in Continuing Education Providers. Ms. Woodard agreed that the amount of providers has increased.

Financial Report – December 31, 2020

Ms. Woodard reported that the balance in the Board's operating account was \$747,528. The unlicensed activity account balance was \$277,118.

Mr. Pyott asked about the comparison of the financial report from December 2018 to December 2020. Ms. Woodard provided the Council with the statistics.

Mr. Sibley asked if the Department looks for investment opportunities. Ms. Woodard explained that the monies are maintained and paid to the Professional Regulation Trust Fund. Ms. Woodard stated she would try to get more information on the investment earnings line item.

Council Information

Ms. Woodard informed the Council that the website has been updated under "Hot Topics" to include the most current rules related to the Standard of Professional Conduct and Prelicensure Education Requirements, and the 2020 Legislative Update.

Ms. Woodard informed the Council that the Department has a new Secretary of the Department. The new Secretary's name is Julie Brown.

Future Meeting Dates

May 21, 2021 – Conference Call

August 6, 2021 – Conference Call

November 5, 2021 – Location to be determined

The Council discussed the November 5, 2021 in-person meeting. Mr. Sibley made a motion to have the November 5, 2021 in-person meeting by Zoom or Go To Meeting. Mr. Pyott seconded the motion with the option to change the November 5, 2021 meeting location. The motion passed unanimously.

OLD BUSINESS

Mr. Pyott asked about the appointment of new members to the Council. Ms. Woodard informed the Council that there have not been any new members appointed by the Governor. Ms. Woodard informed the Council that their terms have expired. Ms. Woodard informed the Council

that if they wish to continue to serve on the Council to submit a reappointment application to the Governor's Office.

NEW BUSINESS

There was no new business to come before the Council at this time.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

There being no further business to come before the Council, Mr. Pyott made a motion to adjourn. Mr. Sibley seconded the motion. The motion passed unanimously, with the meeting adjourning at 10:50 a.m.