

**MINUTES**  
**REGULATORY COUNCIL OF**  
**COMMUNITY ASSOCIATION MANAGERS**  
**May 13, 2022**  
**9:00 a.m. EST**  
**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 9:03 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)  
Ronald "Tom" Jones, Assistant Attorney General, Office of the Attorney General  
Melinda Gray, Government Analyst, DBPR  
Lisa Smith, Court Reporter, Phipps Reporting

**APPROVAL OF THE MINUTES OF THE MEETING ON FEBRUARY 25, 2022**

Mr. Sibley made a motion to approve the draft minutes of February 25, 2022 meeting. Mr. Pyott seconded the motion. The motion passed unanimously. Ms. Woodard stated that her name was misspelled on the February 25, 2022 draft minutes and that it would be corrected.

**REPORTS**

**PROSECUTING ATTORNEY REPORT**

Ms. Woodard advised the Council that Mr. James Richardson is no longer with the Department. The Prosecuting Attorney's Report was submitted to the Council for review. Ms. Woodard asked the Council if they had any questions for the Office of the General Counsel related to the report. The Council stated that they did not have any question for the General Counsel's Office.

**COUNSEL REPORT – Tom Jones**

The Council was provided with the April 2022 Rules Report. Mr. Jones indicated to the Council that there are not any rules to be reported at this time.

**EXECUTIVE DIRECTOR REPORT – Krista Woodard**  
**Financial Report – December 31, 2021**

Ms. Woodard reported that as of December 31, 2021 the balance in the Council's operating account is \$466,305 and unlicensed activity account is \$289,412.

**Continuing Education Courses - Ratification List**

The Council was provided with a copy of the Continuing Education Ratification List from February 4, 2022 to April 25, 2022. Mr. Sibley made a motion to approve the Continuing

Education Ratification List, as submitted. Chair Cunningham seconded the motion. The motion passed unanimously.

### **Future Meeting Dates**

August 26, 2022 – Conference Call  
November 4, 2022 Conference Call

### **OLD BUSINESS**

The Council discussed Governor's appointments. Ms. Woodard informed the members that the Governor is appointing new members. Ms. Woodard also stated that the appointment of new Council members is on top of the list.

### **NEW BUSINESS**

Ms. Woodard stated that the renewal of the Community Association Managers expires on September 30, 2022. The licensees will receive an email on record with the Department on June 2, 2022. The renewal fee for active is \$100. There are 15 hours of Continuing Education required for this renewal. The Department waived the \$5 unlicensed activity fee for renewal of the license. The Council discussed the online renewal licensees.

The Council discussed the manner of how the financials will be affected in relation to this renewal.

Mr. Sibley asked how many Managers and Firms are licensed. Ms. Woodard stated that there are 20,064 licensed managers. There was no information available about the firms at this time.

### **PUBLIC COMMENT**

There was no public comment to come before the Council at this time.

### **ADJOURNMENT**

There being no further business to come before the Council. Mr. Sibley made a motion to adjourn. Mr. Pyott seconded the motion. The motion passed unanimously. The meeting adjourned at 9:18 a.m.