Minutes of 09/13/2023

Board Members: Carolyn Sinnard, Chair
Present: Debbie Lawrence, Vice-Chair
Patrick Malone
Heidi Casdorph

Board Members: Jill Stone
Absent:

The meeting was called to order at 9:01 AM MT by Chair Carolyn Sinnard.

APPROVAL OF MINUTES
A motion was made to approve the 07/11/2023 meeting minutes. The motion carried unanimously.

COUNCIL BUSINESS
Education Report: The Education report was presented by Education and Curriculum Program Supervisor Melissa Ferguson.

Core 2024 Report: Topics for Core 2024 were presented by Ms. Ferguson and discussed by the Council members.

Real Estate Law Course Discussion: Ms. Ferguson asked for discussion and feedback from the Council regarding edits they would like made to the Current Law Instructor Qualifications and the Proposed Draft Section for the Special Consideration Policy and Procedure documents. A motion was made to recommend acceptance of the Proposed Draft Section for the Special Consideration Policy and Procedure with the edits discussed. The motion carried unanimously.

Course and Instructor Audit Assignments: The new audit checklist for FY2024 course audits was presented. Course and Instructor Audit assignments were discussed.

Public Comment: There were no public comments.

EXECUTIVE SESSION – APPLICATIONS
Motion to Enter Executive Session: A motion was made for the Board to enter executive session under Idaho Code § 74-206 (1) (d) to consider records that are exempt from disclosure under the Public Records Act, Idaho Code § 74-106 (9). The purpose of the executive session will be to discuss documents relating to the fitness of an applicant to be granted a license or registration. The Roll call vote was: Carolyn Sinnard-aye, Heidi Casdorph-aye, Debbie Lawrence-aye, Patrick Malone-aye,
and MiChell Bird-aye. The motion carried unanimously.

Motion to Leave Executive Session: A motion was made to exit executive session. The motion passed unanimously.

Motions(s) re: Applications: A motion was made to approve case #23-001E. The motion carried unanimously.

ADJOURNMENT
With no further business, the meeting adjourned at 10:07 AM MT.