

**BOARD OF LICENSING OF AUCTIONEERS
BOARD MEETING MINUTES
April 6, 2016
Androscoggin Room**

MEMBERS PRESENT:

Raymond Williams
Elsie Andrews
Mark Bradstreet
James Keating

STAFF PRESENT:

Karen Bivins, Administrator
Deborah Fales, Board Clerk
Kim Baker, Board Clerk
Robert Perkins, Assistant Attorney General

MEMBERS ABSENT:

William Macomber

CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Board Chair Raymond Williams.

AGENDA MODIFICATIONS

None

OLD BUSINESS

Action on Minutes of December 02, 2015 Meeting

A motion was made by Keating to approve the minutes of the December 05, 2015 meeting as written; seconded by Andrews. Unanimous.

Tabled Item from December 02, 2016 Meeting

Staff will draft a response to Mr. Dowdy in response to his concerns regarding consignor contracts.

NEW BUSINESS

Election of Officers

A motion was made by Andrews and seconded by Bradstreet to elect Raymond Williams as Chair and Jim Keating as Ad Hoc Complaint Officer. Unanimous.

Administrator's Report

A motion was made by Bradstreet and seconded by Andrews to adopt a Board Policy to authorize staff to issue a letter of guidance in the first offense of failure to report disciplinary action or a conviction within ten days. Unanimous.

Complaint Officer's Report

2015-AUC-11633 Draft Letter of Guidance – A motion was made by Keating and seconded by Bradstreet to approve the Letter of Guidance as drafted. Unanimous.

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2015-AUC-11436 Complaint Presentation – A motion was made by Bradstreet and seconded by Andrews to dismiss the complaint with a Letter of Guidance regarding closure of a sale and customer’s possession of item(s). Board authorized Chair to sign the Letter of Guidance without further Board Review. The Letter of Guidance to remain in licensee’s file for one year. Unanimous.

2015-AUC-11480 Complaint Presentation - A motion was made by Andrews and seconded by Bradstreet to continue the complaint pending further investigation and to ask the complainant to provide verification of the gemstone in question within 30 days. Unanimous.

2015-AUC-11511 Complaint Presentation – A motion was made by Bradstreet and seconded by Andrews to continue for further investigation of contract and payment issues. Unanimous.

2016-AUC-11966 Complaint Presentation - A motion was made by Andrews and seconded by Bradstreet to dismiss the complaint. Unanimous.

Correspondence

None

Reports

Results of the January and March exam administrations were reviewed.

Members were provided with monthly licensing and examination reports for December, January, February and March.

Next Meeting Scheduled for June 01, 2016.

ADJOURN

There being no other business, the meeting adjourned at 11:03 a.m.

Respectfully Submitted,
Kim Baker, Board Clerk