

**Minutes of the Maine Real Estate Commission Meeting  
January 16, 2025**

<b><u>MEMBERS PRESENT</u></b>	<b><u>STAFF PRESENT</u></b>
Edie Fontaine, Chair	Catherine Pendergast, Director
Leanne Nichols, Vice Chair	Jeffrey Hill, Deputy Director
Forrest C. Peterson	Lisa Wilson, AAG
Jane B. Towle	Jazmyne Marks, Licensing Supervisor
Charles Brawn	Shara Chesley, Office Specialist I
	Heidi Lincoln, Office Specialist I
<b><u>MEMBERS ABSENT</u></b>	

**Location:** 76 Northern Ave Gardiner, ME

**Start:** 9:03 a.m.

**Adjourn:** 10:48 a.m.

**I. CALL TO ORDER**

The meeting was opened by Chair Fontaine at 9:03 a.m.

**II. AGENDA MODIFICATIONS**

A motion was made by Fontaine and seconded by Nichols to add consent agreement 2025-REC-20517 and an update of the Core Course. Unanimous.

**III. MINUTES REVIEW AND APPROVAL**

A motion was made by Nichols and seconded by Brawn to approve the minutes of the December 19, 2024, meeting. Unanimous.

**IV. ELECTION OF OFFICERS**

A motion was made by Brawn and seconded by Towle to elect Nichols as Chairman. Unanimous.

A motion was made by Nichols and seconded by Brawn to elect Towle as Vice Chairman. Unanimous.

**V. PROPOSED DISMISSAL**

A motion was made by Nichols and seconded by Brawn to approve the proposed dismissal for 2022-REC-18224. Unanimous.

**VI. PROPOSED CONSENT AGREEMENT**

A motion was made by Nichols and seconded by Towle to approve the proposed consent agreement for 2022-REC-18075; 2022-REC-18214; 2024-REC-20336; 2024-REC-20507; 2025-REC-20517; 2025-REC-20518. Unanimous.

**VII. RULE REVIEW**

The board reviewed and discussed the following:

Chapter 300: GENERAL INFORMATION

Chapter 340: COMPLAINTS AND INVESTIGATIONS

Chapter 350: ADJUDICATORY HEARINGS

Chapter 360: PREREQUISITES TO LICENSURE BY INDIVIDUALS

Chapter 370: CONTINUING EDUCATION

Chapter 390: LICENSING PROCEDURES AND REQUIREMENTS

Chapter 400: AGENCY/DESIGNATED BROKER RESPONSIBILITIES

Chapter 410: MINIMUM STANDARDS OF PRACTICE

The Commission continued review of rules.

**VIII. DIRECTOR'S REPORT**

Core Course reviews and the use of Commission complaint cases was discussed.

The Director discussed protocol of Commission members regarding Commission business.

**IX. PUBLIC COMMENT**

None.

**X. MEETING SCHEDULE**

The next meeting is currently scheduled for Thursday February 20, 2025.

**XI. ADJOURNMENT**

A motion was made by Nichols and seconded by Brawn to adjourn the meeting at 10:48 a.m. Unanimous.