

**MINUTES OF MEETING**  
**OF**  
**LOUISIANA REAL ESTATE COMMISSION**

**May 24, 2018**

The Louisiana Real Estate Commission held its regular meeting on Thursday, May 15, 2018, at 9:00 a.m., at 9071 Interline Ave, Baton Rouge, Louisiana, according to regular call, of which all members of the Commission were duly notified, at which meeting the following members were present:

**COMMITTEE**

Steven Hebert, Chairman  
Richman Reinauer, Vice Chairman  
Deanna Norman, Secretary  
Lacy Baaheth  
Jeffrey Donnes  
Jeff Free  
Eloise Gauthier  
Rodney Greenup  
Matt Ritchie  
Patrick Roberts, Jr.  
Evelyn Wolford

**STAFF**

Arlene Edwards  
Summer Mire  
Ryan Shaw  
Mark Gremillion  
Robert Maynor  
Telly Hollis  
Debbie DeFrates  
Dusty Evans  
Jenny Yu

**GUESTS**

Lieutenant Bell – EBRP Sherriff's Office  
Ellen Tanner – Parker Pendleton  
Kim Callaway – Louisiana REALTORS®  
Lisa Baker – Burk Baker School of Real Estate and Appraisal  
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Lynda Butler – Burns & Company

Commissioner Wolford led the Invocation; Commissioner Free led the Pledge of Allegiance.

## **MINUTES**

Commissioner Gauthier made motion, seconded by Commissioner Reinauer, to approve the minutes of the meeting of April 19, 2018. Motion passed without opposition.

(Attachment A)

## **PERSONAL APPEARANCES:**

The following people appeared in connection with their request to obtain a real estate license:  
(Please see official transcript for complete minutes):

1. 2018-323 Timothy Betts – Commissioner Greenup made motion, seconded by Commissioner Roberts, to approve Mr. Betts’ request to obtain a real estate license. Motion carried 7-3, with Commissioner Gauthier, Baaheth and Wolford voting in opposition.
2. 2018-327 Marquita Brumfield – Commissioner Gauthier made motion, seconded by Commissioner Ritchie, to approve Ms. Brumfield’s request to obtain a real estate license. Motion carried without opposition.
3. 2018-328 Rodney Campbell – Failed to appear before the Commission.
4. 2018-1659 Stephanie Coleman – Commissioner Wolford made motion, seconded by Commissioner Reinauer, to approve Ms. Coleman’s request to obtain a real estate license. Motion carried without opposition.
5. 2018-70 David Diaz – Commissioner Gauthier made motion, seconded by Commissioner Wolford, to approve Mr. Diaz’s request to obtain a real estate license. Motion carried without opposition.
6. 2018-69 Davis Dunn – Commissioner Roberts made motion, seconded by Commissioner Greenup, to approve Mr. Dunn’s request to obtain a real estate license. Motion carried 8-2, with Commissioners Gauthier and Donnes voting in opposition.
7. 2016-1318 Chanda Hall – Commissioner Wolford made motion, seconded by Commissioner Gauthier, to deny Ms. Hall’s request to obtain a real estate license. Motion carried without opposition.
8. 2013-414 Dexter Havens – Commissioner Gauthier made motion, seconded by Commissioner Roberts, to approve Mr. Havens’ request to obtain a real estate license. Motion carried without opposition.
9. 2018-326 Aimee Hudson – Commissioner Roberts made motion, seconded by Commissioner Reinauer, to approve Ms. Hudson’s request to obtain a real estate license. Motion carried without opposition.
10. 2018-342 James Nolan – Commissioner Wolford made motion, seconded by Commissioner Baaheth, to approve Mr. Nolan’s request to obtain a real estate license. Motion carried without opposition.

11. 2018-322 Kaitlyn Rogers – Commissioner Free made motion, seconded by Commissioner Roberts, to approve Ms. Rogers’ request to obtain a real estate license. Motion failed to carry 7-3, with Commissioner Roberts, Free, and Greenup voting in favor.
12. Winifred Guillory (requesting authorization to teach continuing education courses) – Commissioner Greenup made motion, seconded by Commissioner Reinauer, to approve Ms. Guillory’s request for authorization to obtain her license to teach pre licensing and continuing education courses. Motion failed 5-6, with Commissioners Gauthier, Baaheth, Norman, Donnes, and Wolford and Chairman Hebert voting in opposition.

Commissioner Baaheth made motion, seconded by Commissioner Reinauer, to allow Ms. Guillory to teach continuing education courses after being certified by vendors. Motion carried without opposition.

**COMMITTEE REPORTS:**

1. Budget – Commissioner Reinauer reviewed the budget report with the Commissioners. He stated that the ’17-’18 actuals are up over last year’s totals due to renewals and new licensees. He stated that travel and professional services are both up, which pushes the expenditures over by about \$50,000 but that there is still a net positive overall. He stated that all reimbursement requests must be turned in to accounting by June 30 before the end of the fiscal year.

(Attachment B)

2. Education/Research/Publication – Commissioner Gauthier reviewed the Request for Proposal for the 2019 mandatory course. Commissioner Gauthier made motion, seconded by Commissioner Donnes, to approve the RFP. Motion carried without opposition.

(Attachment C)

She stated that the Education Committee reviewed a document showing exam pass rates by school and discussed that it should not be shared online because the information is not accurate. Commissioner Reinauer asked why the LREC cannot get accurate information to share. Mr. Gremillion stated that there is a lot of different information available, including first-time testers, retakes, salespeople, brokers, state portion and national portion. He stated that the data can vary based on what is presented. Chairman Hebert asked what the Committee’s recommendation is on this issue. Commissioner Gauthier stated that the Committee advises that the data not be published.

3. Legal/Legislative/Timeshare – Commissioner Ritchie stated that he is still looking for input from stakeholders on Property Management agreements. He asked that the Commissioners speak with stakeholders in their areas to get ideas for what rules may need to be enacted regarding property management.

4. Standardized Forms – Commissioner Roberts stated that the Standardized Forms taskforce met to address changes to the mandatory forms. He thanked those that attended that meeting for their work. He reviewed the edited draft document with the Commissioners.

(Attachment D)

Chairman Hebert stated that he does not agree with replacing the word “immediately” with “72 hours” in the Deposit section. Ms. Butler stated that this was the most commented on section of the contract when stakeholders gave their input so she believes that it needs to be defined. Commissioner Ritchie stated that he has seen other contracts that have a blank and verbiage that states “if left blank, default time allocation is 72 hours.” Commissioner Roberts stated that he believes it is better to leave it at 72 hours and let those with special cases note their extensions in the additional terms areas.

Chairman Hebert stated that he does not agree with the contract going in to as much depth as it would be with these changes to the deposit section. Ms. Edwards stated that the need for the disclaimers regarding deposits is handled differently than other issues because the Commission has no jurisdiction over a third party.

Chairman Hebert stated that he never includes his clients’ contact information on the contract to ensure that legal notices regarding the contract are sent to the agent, not the client. Ms. Callaway stated that she, Ms. Edwards, and Patty McMurray would work on language to clarify the Notices and Communications section.

Commissioner Roberts asked if the rest of the Commissioners were okay with delaying the vote on the updates until June to allow for legal counsel to address the communications issues. There were no objections from the Commission.

Ms. Butler stated that there were no changes made to the Property Disclosure Document at the Standardized Forms taskforce, but that an issue has arisen regarding video and audio recording devices in the home. She stated that it has become an issue when showing homes and asked if the Commission thought that it should be added to the disclosure document. Commissioner Wolford stated that the presence of these devices is not a latent defect to the property and, therefore, should not be included in the disclosure document. Commissioner Ritchie stated that he believed that this should be addressed in the MLS, not the disclosure document.

5. Strategic Planning – Commissioner Baaheth asked Commissioner Donnes for an update on technology. Commissioner Donnes asked that Ms. Shaw update the Commissioners on the status of the website. Ms. Shaw stated that she is nearing the completion of content population, but that she has been pulled away from the website project for other projects, which has delayed her completion of the project. She also stated that STUN Design is working on building out a redesign of the MyLREC portal that is more tailored to the needs of active licensees. She stated that STUN has reported that they are almost done with the design of that user portal.

Ms. Shaw stated that the LREC recently acquired two new copy machines to replace older technology. She stated that the contract for the new machines will save the LREC money by allowing for in-house printing of large color projects, which previously had to be outsourced.

Commissioner Baaheth stated that the Communications taskforce will be meeting following the conclusion of the Regular Business meeting.

She stated that former Commissioner Lynda Nugent Smith is still serving as Chair of the Best Practices taskforce but due to schedule conflicts, no meeting has been held. She stated that she would be reaching out to Ms. Nugent Smith to see if she would like to continue as Chair or have another Commissioner take over.

6. Errors & Omissions – No report
7. Technology – Commissioner Donnes stated that his report had already been handled by Ms. Shaw in the Strategic Plan report.

**DIRECTORS REPORT:**

Chairman Hebert stated that Executive Director Bruce Unangst sent out an email letting the Commissioners know that he would be missing the May meeting due to his eldest grandson's high school graduation.

Mr. Maynor stated that he would like clarification from Commissioners regarding telephone numbers advertised by licensees. He stated that he has received complaints regarding telephone numbers that are advertised by the licensee that do not reach the broker directly. Previous statements from the commission were that the telephone number needed to be at a number that the general public could reach the broker directly if needed and not directly to the licensee. Many licensees are advertising numbers that are owned by the broker but directly reaches the licensee instead of the broker. The commission clarified that there must be a telephone number advertised that reaches the broker directly and not dial directly to the licensee.

**PUBLIC COMMENT:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

None

**EXECUTIVE SESSION**

None

There being no further business, Commissioner Reinauer made motion, seconded by Commissioner Roberts, to adjourn. Motion passed without opposition.

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STEVEN HEBERT, CHAIRMAN

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DEANNA NORMAN, SECRETARY