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JB PRITZKERMARIO TRETO, JR.LAURIE MURPHYGovernorSecretaryDirector

Illinois Department of Financial & Professional Regulation, Division of Real Estate Community Association Manager Licensing and Disciplinary Board OPEN Minutes

Date: September 19, 2023

Call to Order: 11:01 a.m.

Location: IDFPR - Division of Real Estate

555 West Monroe Street, 5th Floor, Conference Room 5C5

Chicago, IL 60661

And

Via Interactive Video Conference at IDFPR

320 West Washington Street, 2nd Floor, Conference Room 258

Springfield, IL 62786

Board Members Present: Marla Jackson Chairperson – CAM Member

Brent Baccus, Vice Chairperson -Unit Owner

Louis Lutz – CAM Member Asa Sherwood – CAM Member

Board Members Not Present: Sanina Ellison – Unit Owner

Stephanie Skelley – CAM Member

Division Staff Present: Gabriela Nicolau – Deputy General Counsel

Monica Gutierrez – Chief of Boards and Complaints in Real Estate Brokerage and Community Association

Manager

Hector Rodriguez – Chief of Audits and Investigations

Jennifer Rossiter Moreno – Operations Manager

Jenni Scheck – Staff Attorney

Debra Malinowski - CAM Board Liaison

Susan Sigourney - Board Liaison

Guest(s) Present: James Cherep – public member

TOPIC	DISCUSSION	ACTION
Call to Order	Marla Jackson, Chairperson of the Community Association Manager Licensing and Disciplinary Board opened the meeting.	The meeting was called to order at 11:01 a.m. by roll call.
Approval of Open Minutes	The Board reviewed the Open Minutes from the July 18, 2023 Community Association Manager Licensing and Disciplinary Board meeting.	A motion was made by Lutz and seconded by Baccus to approve the Open Minutes as presented from the July 18, 2023 CAM Board meeting. Motion carried unanimously.
Public Comments	There were no public comments.	
Licensing Report	The 2023 Licensing Report as of August 2023 was presented and distributed. A copy of the report is attached to and made a part of these minutes. Ms. Malinowski mentioned that the Licensing Report was updated to include the number of active community association management firm licenses.	
Complaint Report	The 2023 Complaints Report through the month of August was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Investigation Report	The 2023 Investigations Report through the month of August was presented and distributed. A copy of the report is attached to and made a part of these minutes. Mr. Rodriguez reported that the Department hired three real estate investigators starting on October 2, 2023.	
Prosecution Report	The 2023 Prosecutions Report through the month of August was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Formal Hearing Schedule	There are no formal hearings scheduled.	

TOPIC	DISCUSSION	ACTION
Old Business	There was no Old Business discussed.	
New Business Chair and Vice Chair Elections	Chairperson Jackson opened the discussion for nominations for Chairperson and Vice-Chairperson of the CAM Board for fiscal year 2024.	A motion was made by Lutz and seconded by Baccus to re-elect Marla
		Jackson as Chairperson. Motion carried unanimously.
		A motion was made by Lutz and seconded by Sherwood to reelect Brent Baccus as Vice- Chairperson. Motion carried by roll call vote
Proposed 2024 CAM Schedule	Ms. Malinowski asked the Board Members to review the proposed 2024 CAM schedule to make sure that there are no conflicts. The Board Members did not see any conflicts with the proposed 2024 CAM schedule.	
Motion to go into Closed Session	Roll Call Vote taken: Brent Baccus, yes Marla Jackson, yes Louis Lutz, yes Asa Sherwood, yes	A motion was made by Sherwood and seconded by Lutz to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 11:09 a.m. Motion carried.
Closed Session	The Board reviewed the July 18, 2023 Closed Minutes.	
	The Board reviewed the Consumer Complaints Review reports for July 18, 2023: 7 Complaints Referred to Investigations 2 Complaints Recommended for Classure	
	2 Complaints Recommended for Closure The Board reviewed the Consumer Complaints Review reports for August 15, 2023:	

TOPIC	DISCUSSION	ACTION
	12 Complaints Referred to Investigations 4 Complaints Recommended for Closure	
	The Board deliberated on pending enforcement actions.	
Motion to go Into Open Session		A motion was made by Sherwood and seconded by Lutz to go into Open Session at 11:16 a.m. Motion carried unanimously.
Approval of July 18, 2023 Closed Minutes		A motion was made by Baccus seconded by Lutz to approve the Closed Minutes from the July 18, 2023 CAM Board meeting. Motion carried unanimously.
		Motion made Lutz seconded by Sherwood to ratify the actions that were taken in closed session. Motion carried unanimously.
Orders	2 Consent Orders were reviewed and discussed in Closed Session.	The Board signed 2 Consent Orders.
	The Board received a report that reflected that there were 2 final action by the Director on Consent Order previously signed by the Board: 2019-07835 Amanda Logan 2022-07363 David Kress	
Closed Minutes remain closed.		Motion made by Baccus, seconded by Sherwood that all Minutes of Closed Sessions of the CAM Board Meetings remain closed. Motion carried.

TOPIC	DISCUSSION	ACTION
Adjournment	The next meeting is scheduled for November 21, 2023.	There being no further
		business to discuss, a
		motion was made by
		Sherwood and seconded
		by Lutz to adjourn at
		11:20 a.m. Motion
		carried.

2023 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC
C A M s	1919	1950	1983	1998	2010	2045	2121	2175				

2022 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ост	NOV	DEC
C A M s	1690	1723	1750	1770	1784	1804	1818	1837	1852	1867	1884	1902

2021 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ост	NOV	DEC
C A M s	1962	1973	1990	1998	2010	2,027	2,040	2,066	2,078	2,097	2,106	1,676

2020 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ост	NOV	DEC
CAMs	1800	1821	1839	1846	1859	1873	1895	1907	1917	1926	1938	1945

2019 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ост	NOV	DEC
C A M s	1966	1974	1989	1998	2000	2032	2039	2043	2055	1739	1749	1777

2018 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC
C A M s	1749	1751	1770	1783	1803	1825	1853	1871	1894	1909	1925	1938

2017 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG (RENEWAL)	SEP	ост	NOV	DEC
CAMs	1,818	1,863	1,874	1,885	1,902	1,923	1,933	1,938	1966	1688	1698	1714

2016 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC
CAMs	1,584	1,629	1,651	1,668	1,687	1,718	1,720	1,754	1,775	1,784	1,806	1,811

2015 CAM LICENSE REPORT

MONT	JAI	1	FEB	MAR	APR	MAY	JUN	JUL	AUG (RENEWAL)	SEP	ост	NOV	DEC
CAM	1,68	4	1,697	1,714	1,723	1,735	1,758	1,774	1,782	1,779	1,503	1,563	1,580

August 2023 CAM Complaint Report

					•	
Column1	New CAM Complaints	New CAM Complaints Assigned To Investigations	Complaints Closed At Intake Review	Complaints Closed at CCR	Refer to Prosecutions	new CAM complaints not assigned
January	13	8	2	3		
February	18	13	5	0		
March	25	7	7	11	0	0
April	21	13	3	5	0	0
May	20	8	10	2	0	0
June	18	11	5	2	0	0
July	13	7	4	2		
August	24	12	8	4		
September						
October						
November					_	
December						
Total	152	79	44	29	0	0
		1			I	1

August 2023 Investigations Report

		CAM	CAM	CAM	CAM	CAM	CAM			
	Pending/Op		Cases	Cases	Cases	Cases	Cases	New Assigned to	CAM Cases	
	en CAM	months or	Over 2	Over 6	over 9	over 12	Over 24	Investigations CAM	Referred to	CAM Cases
Column1	Cases	less	months	months	months	months	months	Cases Received	Pros	Closed
January	173	4	22	25	19	59	44	0	2	0
February	171	5	21	22	25	56	42	8	1	9
March	177	7	27	22	25	58	38	18	4	8
April	179							12	3	7
May	182	8	34	24	14	62	40	8	1	4
June	190	13	25	33	13	62	44	11	1	2
July	196	12	27	31	18	61	47	7	1	0
August	205	15	24	39	18	61	48	13	1	3
September										
October										
November										
December										
Total								77	14	33

COMMUNITY ASSOCIATION MANAGER PROSECUTIONS REPORT AUGUST 2023

		Pending		cases		cases	cases	cases										
	New	open	2 months		cases over	over 9	over 12	over 24										
	Cases	cases	or less	months	6 months	months	months	months	Informal	Formal	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED:	CLOSED:	IL	
									Conferences	Complanints		ADMIN	ADMIN	FORMAL	CONSENT	NON-	INC	
										Filed			WARN	ORDER	ORDER	DISC	TAX	CHILD
													LETTER			ORDER		SUPPORT
JANUARY	2	17	4	0	2	1	3	7	0	0	2	0	0	0	2	0	0	0
FEBRUARY	1	17	2	2	2	1	3	7	0	0	1	0	1	0	0	0	0	0
MARCH	5	21	6	2	2	0	4	7	0	0	1	0	0	0	0	0	1	0
APRIL	5	22	9	2	1	0	4	6	0	1	4	0	0	0	4	0	0	0
MAY	2	19	6	4	0	1	3	5	0	0	5	0	0	0	5	0	0	0
JUNE	2	21	4	7	1	1	3	5	0	0	0	0	0	0	0	0	0	0
JULY	2	19	4	6	1	1	3	4	0	0	4	1	0	0	2	0	1	0
AUGUST	1	19	2	6	3	0	4	4	0	0	1	1	0	0	0	0	0	0
SEPTEMBER											0							
OCTOBER											0							
NOVEMBER								·			0							
DECEMBER											0							
TOTAL	20								0	1	18	2	1	0	13	0	2	0