



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

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JB PRITZKER
Governor

MARIO TRETO, JR.
Secretary

LAURIE MURPHY
Director

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

Date: March 19, 2024

Call to Order: 11:02 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
Stephanie Skelley- CAM Member

Board Members Not Present: Sanina Ellison – Unit Owner

Division Staff Present: Laurie Murphy – Director of Real Estate
Adrienne Levatino – Associate General Counsel
Monica Gutierrez – Chief of Boards and Complaints in
Real Estate Brokerage and Community Association
Manager
Hector Rodriguez – Chief of Audits and Investigations
Jeremy Reed – Deputy Director of Real Estate
Nathaniel Chandler – Chief of Licensing and Education
Jennifer Rossiter Moreno – Operations Manager
Susan Sigourney - Board Liaison

Guest(s) Present: Matthew Green – Executive Director of the Community
Association Managers International Certification Board
(CAMICB)
Phoebe Neseth – Community Association Institute (CAI)

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 11:02 a.m. by roll call.
Approval of Open Minutes	<p>The Board reviewed the Open Minutes from the November 21, 2023 Community Association Manager Licensing and Disciplinary Board meeting.</p> <p>The Board reviewed the Open Minutes from the January 14, 2024 Community Association Manager Licensing and Disciplinary Board meeting.</p>	<p>A motion was made by Lutz and seconded by Skelley to approve the Open Minutes as presented from the November 21, 2023 CAM Board meeting. Motion carried unanimously.</p> <p>A motion was made by Lutz and seconded by Baccus to approve the Open Minutes as presented from the January 14, 2024 CAM Board meeting. Motion carried unanimously.</p>
	<p>Director Murphy announced that Merle Shearer is the new Chief of Prosecutions for the Division of Real Estate.</p> <p>Director Murphy mentioned that Asa Sherwood resigned from the CAM Board. Director Murphy further mentioned that there are 2 board member vacancies and is diligently looking to find replacements. Director Murphy mentioned that she welcomes recommendations from the board members for possible candidates.</p>	
Public Comments	Mr. Green mentioned that their offices received some feedback from licensing applicants that was shared with the Director, Associate General Counsel and the CAM Chairperson and is looking forward to working together in a resolution.	
Licensing Report	The 2024 Licensing Report as of February 2024 was presented and distributed. A copy of the report is attached to and made a part of these minutes.	

TOPIC	DISCUSSION	ACTION
	<p>Mr. Chandler mentioned that the active numbers of CAM licenses are steadily increasing from November 2023 when licenses were switched to non-renewed status.</p> <p>Mr. Chandler mentioned that the Department is in the initial steps of formalizing the process for education providers to become registered as continuing education sponsors and should have more information by the next meeting.</p> <p>Mr. Lutz inquired about continuing education sponsors, in that, will they be certified instructors and courses. Ms. Levatino mentioned that CAM continuing education courses have to meet the requirements of the list of organizations indicated in the CAM Rules and continuing education sponsors have to go through the Department's application process. There were further comments made regarding this topic.</p>	
Complaint Report	The 2024 Complaints Report through the month of February was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Investigation Report	<p>The 2024 Investigations Report through the month of February was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p> <p>Mr. Rodriguez thanked the board members for their participation in reviewing the incoming CAM complaints.</p> <p>Chairperson Jackson inquired if there's a low number of investigators. Mr. Rodriguez mentioned that the Department should have twelve investigators but currently have seven investigators that are responsible for investigating all the real estate professions. There were additional comments made regarding this topic.</p>	
Prosecution Report	The 2024 Prosecutions Report through the month of February was presented and distributed. A copy of the report is attached to and made a part of these minutes.	

TOPIC	DISCUSSION	ACTION
	<p>Mr. Shearer mentioned that there were cases referred to Prosecutions from Investigations alleging unlicensed practice by CAM firms but when the Department notified the CAM firm, they immediately became licensed, and Prosecutions therefore took no further enforcement action. However, now that CAM firms have been required to be licensed for several months, Prosecutions will be enforcing unlicensed practice by CAM firms.</p>	
Formal Hearing Schedule	There is one four-day formal hearing scheduled.	
Old Business	There was no Old Business discussed.	
New Business	There was no New Business discussed	
Motion to go into Closed Session	<p>Roll Call Vote taken: Brent Baccus, yes Marla Jackson, yes Lou Lutz, yes Stephanie Skelley, yes</p>	<p>A motion was made by Skelley and seconded by Lutz to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 11:18 a.m. Motion carried.</p>
Closed Session	<p>The Board reviewed the November 21, 2023 Closed Minutes.</p> <p>The Board reviewed the Consumer Complaint Review reports for January 16, 2024: 9 Complaints Referred to Investigations 4 Complaints Recommended for Closure 1 referred to the next CAM CCR meeting</p> <p>The Board reviewed the Consumer Complaints Review reports for February 20, 2024: 16 Complaints Referred to Investigations 2 Complaints Recommended for Closure</p> <p>The Board deliberated on pending enforcement actions.</p>	

TOPIC	DISCUSSION	ACTION
Motion to go Into Open Session		A motion was made by Lutz and seconded by Skelley to go into Open Session at 11:36 a.m. Motion carried unanimously.
Approval of November 21, 2023 Closed Minutes		A motion was made by Lutz seconded by Brent to approve the Approval of Closed Minutes from the November 21, 2023 CAM Board meeting. Motion carried unanimously.
Recommendation	1 Case was deliberated during Closed Session. IDFPR v. Michael Anderson Case #2019-09245	The Board recommended that the license of Michael Anderson be revoked and that a \$10,000.00 fine be imposed upon Michael Anderson.
The Board signed 1 Findings of Facts, Conclusions of Law and Recommendations to the Director		IDFPR v. Michael Anderson (Case #2019-09245)
Orders	4 Consent Orders were reviewed and discussed in Closed Session.	Motion made Skelley seconded by Lutz to ratify the actions that were taken in closed session. Motion carried unanimously. The Board signed 4 Consent Orders.

TOPIC	DISCUSSION	ACTION
Closed Minutes remain closed.	The Board received a report that reflected that there were 2 final action by the Director on Consent Order previously signed by the Board: 2020-03381 Marko Golumbovski 2022-01607 Roman Szalata	Motion made by Skelley, seconded by Lutz that all Minutes of Closed Sessions of the CAM Board Meetings remain closed. Motion carried.
Adjournment	The next meeting is scheduled for May 21, 2024.	There being no further business to discuss, a motion was made by Skelley and seconded by Baccus to adjourn at 11:39 a.m. Motion carried.

2024 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
C A M individual	1777	1808										
CAM Mgmt Firms	144	149										
Total	1921	1957										

2023 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
C A M individual	1919	1950	1983	1998	2010	2045	2121	2175	2096	2113	1723	1742
CAM Mgmt Firms						17	59	98	118	126	134	137
Total						2062	2163	2214	2214	2239	1857	1879

2022 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	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	OCT	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	OCT	NOV	DEC
C A M s	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	OCT	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	OCT	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	OCT	NOV	DEC
C A M s	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	OCT	NOV	DEC
C A M s	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

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG (RENEWAL)	SEP	OCT	NOV	DEC
C A M s	1,684	1,697	1,714	1,723	1,735	1,758	1,774	1,782	1,779	1,503	1,563	1,580

February 2024
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	18	9	5	4		
February	25	16	7	2		
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Total	43	25	12	6	0	0

COMMUNITY ASSOCIATION MANAGER PROSECUTIONS REPORT FEBRUARY 2024

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