



IDFPR

Illinois Department of Financial and Professional Regulation

Division of Real Estate

idfpr.illinois.gov

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: September 17, 2024

Call to Order: 11:04 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
Sanina Ellison – Unit Owner

Board Members Not Present:

Division Staff Present: Adrienne Levatino – Associate General Counsel
Hector Rodriguez – Chief of Audits and Investigations
Merle Shearer – Chief of Prosecutions
Jeremy Reed – Deputy Director of Real Estate
Nathaniel Chandler – Chief of Licensing and Education
Jennifer Rossiter Moreno – Operations Manager
Susan Sigourney - Board Liaison
Debra Malinowski – Board Liason

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 11:04 a.m.
Approval of Open Minutes	The Board reviewed the Open Minutes from the March 19, 2024 Community Association Manager Licensing and Disciplinary Board meeting.	A motion was made by Skelley and seconded by Ellison to approve the Open Minutes as presented from the March 19, 2024 CAM Board meeting. Motion carried.
Public Comments	Matthew Green introduced himself. There were no public comments	
Licensing Report	<p>The 2024 Licensing Report as of August 2024 was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p> <p>Nathaniel Chandler reported that the revision in the CAM Administrative Rules requires continuing education to be completed by CAM licenses starting with the 2025 renewal period. The Department posted, on its website, a CAM continuing education fact sheet available for licensees and the public outlining the continuing education requirements.</p> <p>Nathaniel Chandler also reported that individuals or entities wanting to offer pre-license and/or continuing education courses will need to register as education sponsors and also register their pre-license and/or continuing education courses with the Department. The forms that must be completed by CAM education sponsors, pre-license and continuing education courses are posted on the Department's website. The Department is accepting these applications.</p>	
Complaints Report	The 2024 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	
Investigations Report	The 2024 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.	

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Prosecutions Report	The 2024 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 hearing scheduled at this time.	
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 2025.	A motion was made by Lutz and seconded by Skelley to re-elect Marla Jackson as Chairperson. Motion carried unanimously.
Proposed 2025 CAM Schedule	Ms. Malinowski asked the Board Members to review the proposed 2025 CAM schedule to make sure that there are no conflicts. The Board Members recommended having the November CAM Board Meeting on November 19, 2025.	A motion was made by Lutz and seconded by Jackson to reelect Brent Baccus as Vice-Chairperson. Motion carried by roll call vote
Motion to go into Closed Session	Roll Call Vote taken: Brent Baccus, yes Sanina Ellison, yes Marla Jackson, yes	A motion was made by Skelley and seconded by Lutz to go into

TOPIC	DISCUSSION	ACTION
	Lou Lutz, yes Stephanie Skelley, yes	Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 11:17 a.m. Motion carried by roll call vote.
Closed Session	The Board reviewed the March 19, 2024 Closed Minutes The Board deliberated on pending enforcement actions.	
Motion to go Into Open Session Approval of March 19, 2024 Closed Minutes		A motion was made by Lutz and seconded by Skelley to go into Open Session at 11:45 a.m. Motion carried. A motion was made by Skelley seconded by Lutz to amend the March 19, 2024 Closed Minutes to reflect the correct year. Motion carried. Motion made by Lutz and seconded by Skelley to approve the Board's actions in Closed Session. Motion carried
Recommendations	2 Cases were deliberated during Closed Session IDFPR v. Carl Cox Case #2023-02075	The Board recommends a cease and desist, and imposition of a \$5,000 civil

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<p>The Board signed 2 Findings of Facts, Conclusions of Law and Recommendations to the Director</p>	<p>IDFPR v. Michael Kennelly Case # 2022-06659</p>	<p>penalty, upon Carl Cox</p> <p>The Board accepted the Administrative Law Judge’s recommendation to revoke the Respondent’s license, and to impose a \$250,000 fine upon Michael Kennelly.</p> <p>IDFPR v. Carl Cox Case #2023- 02075 IDFPR v. Michael Kennelly Case #2022- 06659</p> <p>Motion made by Lutz seconded by Baccus to ratify the actions of Consumer Complaint Review (CCR). For March 19, 2024 CAM CCR- Marla Jackson recused herself from complaint: 2024-00214. For April 16, 2024 CAM CCR – Marla Jackson recused herself from complaint 2024-02583; Lou Lutz recused</p>

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<p>Orders</p> <p>Closed Minutes remain closed.</p>	<p>No Consent and Non-Disciplinary Orders were reviewed and discussed in Closed Session.</p> <p>The Board received a report that reflected that there were no final actions by the Director on Consent Orders previously signed by the Board.</p>	<p>himself from complaint 2024-02714. For May 13, 2024 CAM CCR- Stephanie Skelley recused herself from complaints 2024-03988 and 2024-02997. For June 11, 2024 CAM CCR- Stephanie Skelley recused herself from complaint 2024-04936; Marla Jackson recused herself from complaints 2024-04237 and 2024-04453. For July 16, 2024- Stephanie Skelley recused herself from complaint 2024-05183. For August 20, 2024 CAM CCR – Marla Jackson recused herself from complaint 2024-06589. Motion carried</p> <p>The Board signed 0 Consent and Non-Disciplinary Orders.</p> <p>Motion made by Baccus, seconded</p>

TOPIC	DISCUSSION	ACTION
		by Skelley that all Minutes of Closed Sessions of the CAM Board Meetings remain closed. Motion carried.
Adjournment		There being no further business to discuss, a motion was made by Skelley and seconded by Ellison to adjourn at 11:47 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	1840	1868	1893	1911	1930	1950				
CAM Mgmt Firms	144	149	154	160	165	168	170	172				
CAM Education Sponsor							1	2				
CAM CE course								3				
Total	1921	1957	1994	2028	2058	2079	2101	2127				

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

August 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	19	11	4	4		
April	26	14	7	5		
May	31	17	12	2		
June	23	10	5	8		
July	22	12	8	2		
August	27	16	6	5		
September						
October						
November						
December						
Total	191	105	54	32	0	0

COMMUNITY ASSOCIATION MANAGER PROSECUTIONS REPORT AUGUST 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	3	17	4	5	1	1	2	4	0	0	6	2	0	0	4	0	0	0
APRIL	3	18	6	3	2	0	3	4	0	1	2	0	1	0	1	0	0	0
MAY	4	18	9	1	2	0	3	3	0	0	4	0	0	1	3	0	0	0
JUNE	3	18	3	7	2	0	3	3	0	1	3	0	0	3	0	0	0	0
JULY	4	21	3	9	3	0	3	3	0	1	1	0	0	1	0	0	0	0
AUGUST	7	27	10	6	4	1	3	3	0	0	1	0	1	0	0	0	0	0
SEPTEMBER											0							
OCTOBER											0							
NOVEMBER											0							
DECEMBER											0							
TOTAL	28								0	6	23	6	2	5	10	0	0	0