



# IDFPR

Illinois Department of  
Financial and Professional Regulation

Division of Real Estate

[idfpr.illinois.gov](http://idfpr.illinois.gov)

**JB PRITZKER**  
Governor

**MARIO TRETO, JR.**  
Secretary

**LAURIE MURPHY**  
Director

**TO: Real Estate Administration and Disciplinary Board**

A.Valerie Acosta	Public Member
Loretta Alonzo-Deubel	Real Estate Managing Broker Member
Sara Bryan	Real Estate Managing Broker Member
Gaspar Flores Jr.	Real Estate Broker Member
Oralia Herrera	Real Estate Managing Broker Member
Alberta Johnson	Public Member
David Levin	Real Estate Broker Member
Shirin Marvi	Real Estate Managing Broker Member
Carol Meinhart	Real Estate Broker Member
Michele Nixon	Real Estate Managing Broker
Michael Oldenettel	Real Estate Managing Broker and Pre-License Instructor Member
Norman Willoughby	Real Estate Managing Broker and Pre-License Instructor Member
Theodore Yi	Public Member

**FROM: Maria Lopez, Board Liaison**

**DATE: December 4, 2025**

**RE: Notice of December 11, 2025, Real Estate Administration and Disciplinary Board Meeting.**

The Real Estate Administration and Disciplinary Board will convene for a meeting commencing at 9:30 a.m. on **Thursday, December 11, 2025**, in the Chicago office of the Illinois Department of Financial and Professional Regulation ("IDFPR") in conference room 5C5 on the 5<sup>th</sup> Floor of 555 W. Monroe in Chicago, Illinois, and at the Springfield office of IDFPR in Room 258 on the 2<sup>nd</sup> Floor of 320 West Washington Street in Springfield, Illinois.

This meeting will be conducted using a WebEx videoconference system in both the Chicago and Springfield offices. **Board members must attend the meeting in person in either the Springfield or Chicago office depending on their proximity to either location.** A combined total of the Board members in attendance at both offices will determine whether a quorum is present for the meeting.

Members of the public are invited to attend the meeting remotely and are encouraged to join via WebEx by clicking the link here: <https://illinois.webex.com/illinois/j.php?MTID=ma16048c99cb949c2ea5b6450ce1a7b4f> or by dialing 1-312-535-8110 then enter meeting number (access code) 2868 850 3814. In an effort to provide ease of access to members of the general public who would like to attend the board meeting in person, please send an email containing your full name and the Board meeting name and date to [fpr.boards@illinois.gov](mailto:fpr.boards@illinois.gov) or simply bring a photo ID with you on the date and time of the board meeting.

This meeting shall be accessible to individuals needing special accommodations in compliance with Executive Order #5 and pertinent state laws upon notification of anticipated attendance. Individuals planning to attend and needing special accommodations should contact me at least five (5) days before the meeting and inform me of their anticipated attendance. In order to ensure the presence of a quorum, board members are asked to confirm with me no later than three (3) days in advance of the meeting date that they will attend the meeting or that they will be unable to attend the meeting. My email is [maria.a.lopez2@illinois.gov](mailto:maria.a.lopez2@illinois.gov).

**The Real Estate Administration and Disciplinary Board**  
**will meet at 9:30 am on December 11, 2025**

**Agenda**

- I. Call To Order and Roll Call
- II. Review and Approval of Minutes from Open Meeting November 20, 2025
- III. Public Comments
- IV. Reports
  - i. Licensing and Education Report
  - ii. Complaints Report
  - iii. Audits Report
  - iv. Investigations Report
  - v. Prosecutions Report
- V. Formal Hearing Schedule
- VI. Old Business
- VII. New Business
  - i. Protocol for WebEx Board Meeting Participation Effective January 1, 2026
- VIII. Closed Session
  - i. Review Closed Minutes from November 20, 2025 Board Meeting
  - ii. Deliberations
    - Cases where Respondent Defaulted by Failing to Appear or File an Answer
    - Cases where Respondent had a Formal Hearing
  - iii. Consent Orders and Non-Disciplinary Orders
  - iv. Report of Director's Orders
  - v. Consumer Complaint Review and Case File Review Committee Recommendations from December 3, 2025.
  - vi. Schedule Board Members for Consumer Complaint Review, Case File Review Committee, Informal Conferences and Formal Hearings
- IX. Open Session
  - i. Approve Closed Minutes from November 20, 2025 Board Meeting
  - ii. Ratify Board's actions in Closed Session
    - Recommendations from Deliberations
    - Consumer Complaint Review and Case File Review Committee Recommendations
    - Consent Orders and Non-Disciplinary Orders
  - iii. Motion To Keep Closed Minutes Closed Pursuant to 5 ILCS 120/2.06(d)
- X. Adjournment