



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: May 16, 2023

Call to Order: 11:05 a.m.

Location: IDFPR - Division of Real Estate
555 West Monroe Street, 8th Floor, Conference Room 8C1
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: Brent Baccus, Vice Chairperson – Unit Owner
Sanina Ellison – Unit Owner
Marla Jackson – Chairperson- CAM Member
Louis Lutz – CAM Member
Asa Sherwood – CAM Member
Stephanie Skelley -CAM Member

Board Members Not Present:

Division Staff Present: Adrienne Levatino – Associate General Counsel
Monica Gutierrez – Chief of Boards and Complaints in
Real Estate Brokerage and Community Association
Manager
Geetu Naik - Chief of Prosecutions
Jennifer Rossiter Moreno – Operations Manager
Debra Malinowski - CAM Board Liaison
Susan Sigourney - Board Liaison

Guest(s) Present: Matthew Green – Community Association Managers
International Certification Board (CAMICB) and
Community Association Institute (CAI)
Phoebe Neseth – Community Association Institute
Lavina Norris – 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 11:05 a.m. by roll call.
Approval of Open Minutes	The Board reviewed the Open Minutes from the March 21, 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 March 21, 2023 CAM Board meeting. Motion carried unanimously.
Public Comments	<p>Matthew Green introduced himself as the Executive Director of the Community Association Managers International Certification Board.</p> <p>Phoebe Neseth introduced herself as the Director of Government and Public Affairs for the Community Association Institute.</p>	
Licensing Report	<p>The 2023 Licensing Report as of April 2023 was presented and distributed. A copy of the report is attached to and made a part of these minutes.</p> <p>Mr. Reed mentioned that community association manager licensees will be eligible to renew their community association manager license through IDFPR's online portal in the coming weeks. Mr. Reed further explained that CAM licensees will receive an email from the Department prior to June 1, 2023 with their username and password to be used in IDFPR's online portal. In the past, if a licensee did not receive IDFPR's email with their username and password and tried to reset their password on IDFPR's online portal, it didn't work properly. Therefore, its best to contact IDFPR at the following email address: FPR.Realestate@illinois.gov and not to contact the Call Center to reset the password or with other issues relating to renewing their license. The Department will also have a help sheet to assist CAM licensees navigate through IDFPR's online portal.</p>	

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	<p>Mr. Reed mentioned that Licensing is preparing for the upcoming changes in the Community Association Manger Rules once they will go into effect.</p> <p>Chairperson Jackson mentioned that an associate with her firm is going through the licensing process and if they are issued a license in the month of May 2023, that license would expire August 31, 2023 causing the licensee to pay a renewal fee within a short period of time after paying the application fee. Chairperson Jackson inquired if the Department would consider offering those applicants a prorated fee. Mr. Reed will bring this matter to the Director. Chairperson Jackson inquired if this applied to all real estate professions; Mr. Reed stated that it does apply to all the real estate professions.</p> <p>Mr. Sherwood inquired if a management company has the ability to do bulk renewals for all of their licensed CAM. Mr. Reed mentioned that with the transition to the current system, it does not have a bulk renewal option, but hopes that for future renewals it will be an option.</p>	
Complaint Report	The 2023 Complaints Report through the month of May 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 May was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Prosecution Report	The 2023 Prosecutions Report through the month of May was presented and distributed. A copy of the report is attached to and made a part of these minutes.	
Formal Hearing Schedule	There is a 2-day formal hearing scheduled on September 7 th and 8 th .	
Old Business	There was no Old Business discussed.	
New Business	There was no New Business for discussed.	

TOPIC	DISCUSSION	ACTION
<p data-bbox="191 1073 282 1104">Orders</p> <p data-bbox="191 1696 396 1759">Closed Minutes remain closed.</p>	<p data-bbox="457 1083 1192 1150">5 Consent Orders were reviewed and discussed in Closed Session.</p> <p data-bbox="457 1415 1214 1667">The Board received a report that reflected that there were 4 final action by the Director on Consent Order previously signed by the Board: 2017-10751 Andrew Santucci 2018-03654 Carmen Prisco 2020-03381 Zora Golumbovski 2022-10335 Alyssa Neitzki/ Rosa Ordetx</p>	<p data-bbox="1284 233 1484 373">21, 2023 CAM Board meeting. Motion carried unanimously.</p> <p data-bbox="1284 415 1516 1031">Motion made Lutz seconded by Skelley to ratify the actions that were taken in closed session that includes Brent Baccus authorizing the Department to affix his electronic signature on the 5 consent orders presented in Closed Session. Motion carried.</p> <p data-bbox="1284 1073 1516 1394">The Board signed 5 Consent Orders with Asa Sherwood and Marla Jackson recusing themselves from consent order 2023-02991.</p> <p data-bbox="1284 1730 1516 1871">Motion made by Skelley, seconded by Lutz that all Minutes</p>

TOPIC	DISCUSSION	ACTION
		of Closed Sessions of the CAM Board Meetings remain closed. Motion carried unanimously.
Adjournment	The next meeting is scheduled for July 18, 2023.	There being no further business to discuss, a motion was made by Lutz and seconded by Sherwood to adjourn at 11:32 a.m. Motion carried by unanimous roll call vote.

2023 CAM LICENSE REPORT

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
C A M s	1919	1950	1983	1998								

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

April 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						
June						
July						
August						
September						
October						
November						
December						
Total	77	41	17	19	0	0

COMMUNITY ASSOCIATION MANAGER PROSECUTIONS REPORT APRIL 2023

	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 Complianints 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	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											0							
JUNE											0							
JULY											0							
AUGUST											0							
SEPTEMBER											0							
OCTOBER											0							
NOVEMBER											0							
DECEMBER											0							
TOTAL	13								0	1	8	0	1	0	6	0	1	0