

**West Virginia Real Estate Appraiser  
Licensing and Certification Board**

**MINUTES**

**February 5, 2015**

A Telephonic Board Meeting of the West Virginia Real Estate Appraiser Licensing and Certification Board was held on February 5, 2015, for the purpose of addressing the relocation of the Board's office.

The following were in attendance via conference call: Glenn Summers - Chair, David Shields, The Honorable Judge Julian, Linda York and Mary Beth Aliveto.

The following were in attendance in the Board's Office: Darlene Ratliff Washington - Counsel, Sandy Kerns - Executive Director, Karen Hudson - Executive Assistant and Brenda Ashworth – Administrative Assistant. Absent: Dale Dawson-Clowser

Mr. Summers called the meeting to order at 11:35 a.m.

Discussion was held regarding relocation of the Board's office. A motion was made by The Honorable Judge Julian to approve the lease as written for office space located at 405 Capitol Street, Suite 906, Charleston, West Virginia. Ms. Aliveto seconded the motion. Roll call vote:

The Honorable Judge Julian – Yes  
Ms. York – Yes  
Mr. Shields – Yes  
Ms. Aliveto – Yes

Motion carried.

Discussion was held regarding additional paid parking spaces for office staff. A motion was made by Ms. Aliveto granting Ms. Kerns authority to obtain two additional parking spaces. The Honorable Judge Julian seconded the motion. Roll call vote:

The Honorable Judge Julian – Yes  
Ms. York – Yes  
Mr. Shields – Yes  
Ms. Aliveto – Yes

Motion carried.

Being no further business to be brought before the Board, Mr. Summers declared the meeting adjourned at 11:45 a.m.

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Glenn Summers, Chair