

Iowa Real Estate Commission  
200 East Grand, Suite 350  
Des Moines, IA 50309  
MINUTES  
November 20, 2019

The meeting was conducted via telephone conference call because it was not practical or economically feasible to hold a regular meeting for the limited agenda.

**Commissioners present for all or part of the meeting**

Terry Duggan, Chair	Jan DeMott
Dennis Stolk, Vice Chair	Helen Kimes
Jim Clingman	Michael Telford

**Commissioners not present for the meeting**

Twee Duong

**Staff present for all or part of the meeting**

Jeff Evans, Executive Officer	Lori SchraderBachar, PLB Site Manager
John Lundquist, Assistant Attorney General	Danielle Bartkiw, Licensing Specialist

**Members of Public in attendance for all or part of the open session of the meeting**

None

**Call to Order**

Duggan called the meeting to order at 1:01 pm  
Quorum was established.  
Introductions were made.

**Motion by Stolk to approve the agenda.**

Seconded by Kimes.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Administrative Rules re: ARC 4680C**

**Motion by Telford to adopt and have staff file ARC 4680C and the changes made to 193 Iowa Administrative Code Chapters 4, 8, and 14.**

Seconded by Kimes.

Vote: Aye: All                      Nay: None                      Abstaining: None

Motion passed.

**Public Comment**

None.

**Future Meetings**

**Investigation Committee**

Wednesday, December 4  
No January Meeting  
Wednesday, February 12  
Wednesday, March 4  
Wednesday, April 1  
Wednesday, May 6  
Wednesday, June 3  
No July Meeting

**Commission Meetings**

Thursday, December 5  
No January Meeting  
Thursday, February 13  
Thursday, March 5  
Thursday, April 2  
Thursday, May 7  
Thursday, June 4  
No July Meeting

**Meeting Adjourned**

With all agenda items covered, the meeting adjourned at 1:04 p.m.

These minutes accurately reflect the minutes approved by the Commission at the meeting on:

12/5/19  
Date

Dennis L. Stolk  
By: ~~TERRANCE M. DUGGAN, Chair~~  
Vice Chairman