

**Meeting Minutes**

March 9, 2020

9:00 a.m. Remote Meeting

**Members Present**

- David Bastian, Chair
- Tina Carroll
- Caitlin Finley
- Nestor Gorfinkel
- Derek Matthews
- Shelley Miner
- Tom Peterson
- Bill Ronhaar
- Lori Smith

**Liaisons and Staff Present**

- Bobby Henry, WSBA Staff Liaison
- Katherine Skinner, RSD Analyst
- Carla Higginson, BOG Liaison
- Renata de Carvalho Garcia, RSD Director

**Board Business:**

- The meeting was called to order at 9:00 a.m.
- Nestor Gorfinkel resigned from the Board and so the Board has asked that staff have the alternate appointed to the Board.
- The Board made slight adjustments to committee assignments due to Nestor Gorfinkel's resignation.
- The Board discussed an issue raised by an LPO about FIRPTA instructions in the MLS forms. The Board agreed that completing FIRPTA forms is outside the LPO scope and that the instructions in the MLS forms had to do with FIRPTA funds. Therefore, the FIRPTA issue is an escrow function and the LPO should look to the escrow department for assistance. Staff was directed to draft a response.
- The Board decided to move the August meeting to August 17 to better prepare for the grading of the exams.
- The meeting adjourned at 10:00 a.m.

Respectfully submitted,  
Bobby Henry  
WSBA Staff Liaison to the LPB

