

VIRGINIA MANUFACTURED HOUSING BOARD MEETING

February 20, 2014

Virginia Housing Center

4224 Cox Road

Glen Allen, VA 23060

Members Present

Mr. Walter K. Hughes, Sr., Chairman
Mr. Ben Flores, Vice-chairman
Ms. Carey Brace
Mr. Walter Cleaton
Mr. Allen W. Dudley
Mr. James W. Roncaglione
Mr. Jim Carver
Ms. Cindy F. Tomlin

Members Absent

Mr. Tom Satterwhite

Staff Present

Emory Rodgers
Cindy Davis
Lorenzo Dyer
Eric Leatherby
Valrae Negley
James Flaherty, OAG

Visitors to Address the Board

Tyler Craddock - VAMMHA
Robert Paul Morris – License Applicant
Wilbur F. Thornton III - License Applicant

Call to Order

The meeting of the Virginia Manufactured Housing Board was called to order by the Chairman at approximately 10:00 a.m.

Discussion was held regarding terms and expiration dates of current members of the Board. Chairman stated all persons whose terms are expiring should notify the Governor's office with a copy to the Manufactured Housing and Modular Housing Association stating your request to be reappointed.

Roll Call

The attendance was established by Lorenzo Dyer, Secretary, and constituted a quorum. Mr. James Flaherty, Assistant Attorney General in the Office of the Attorney General, was introduced as the newly appointed Board's legal counsel.

Approval of Minutes

Mr. Roncaglione moved to approve the minutes of the August 1, 2013 meeting as presented in the Board members' agenda package. The motion was seconded by Ms. Tomlin and was carried by unanimous vote.

Public Comment

Mr. Tyler Craddock made comments during the Public Comment period welcomed Mr. Flaherty the representative of the OAG.

New Business

1. **Salesperson Application for Robert Paul Morris**

Applicant seeking to be licensed at Premier Home Brokers, Inc., Fredericksburg, VA. After some discussion a motion was made by Mr. Roncaglione to approve the license of Robert Paul Morris and seconded by Mr. Carver. The motion carried by unanimous vote.

2. **Salesperson Application for Wilbur Frank Thornton III**

Applicant seeking to be licensed at Dixon Construction Co. Inc., dba Blue Ridge Mountain Home Center. After some discussion a motion was made by Mr. Dudley to approve the license application of Wilbur Frank Thornton III. The Motion was seconded by Mr. Flores. The motion carried by unanimous vote.

3. **Salesperson Application for Eric Ingham**

Applicant seeking to be licensed at Champion Home Builders, Inc. After some discussion a motion was made by Mr. Dudley to approve the license application of Eric Ingham. The motion was seconded by Mr. Carver. The motion carried by unanimous vote.

4. **Salesperson Application for Anthony Michael Providenti**

Applicant seeking to be licensed at East Coast Homes of VA, Inc. After some discussion a motion was made by Mr. Flores to approve the license application of Anthony Michael Providenti. The motion was seconded by Ms. Tomlin. The motion carried by unanimous vote.

5. Board Orientation Training for the VAMHLTRR will be presented to VAMHB members at the conclusion of the Board's business meeting.

Old Business

1. Review Brochure; **Consumer Guide – Manufactured Housing Regulations**

The Consumer Guide Brochure that has been prepared was presented to the Board. There was discussion to address the matter concerning updating information in the Brochure at the time of the next printing to reflect recent requirements as a result of Dodd/Frank.

-Review/Update development of PSA's

There was discussion concerning the preparation and distribution of the PSA's. The PSA's have been distributed to the radio markets. There has been no documentation that the PSA's have been aired. There are plans for future development to advance the PSA's to include video presentations for distribution. The PSA's in the current format will be redistributed to radio stations in March, 2014.

Report of the Secretary/Deputy Director/Director Reports

There was no report submitted by the Secretary.

Emory Rodgers, Deputy Director submitted a report document addressed to the Chairman concerning the regulatory activity involving Board affairs and the affairs of HUD. A memorandum was submitted to the

record with figures for the past five fiscal years showing income, claims and budgetary reductions from the MHLTRF. The fiscal update of the past five years was submitted to the Board concerning the financial record including the balance of the fund from 2009 – 2013 (Appendix; document is attached).

Presentation of the Board Orientation - Manufactured Housing Licensing and Transaction Recovery Fund.

Future Meeting and Location

The next meeting will be scheduled for April 17, 2014 at the Virginia Housing Center, 4224 Cox Road, Glen Allen, VA.

Adjournment

There being no further business the meeting was adjourned.

Approved: June 19, 2014

A handwritten signature in black ink, consisting of a large, stylized letter 'B' followed by a '2'.

Chairman, Virginia Manufactured Housing Board