

VIRGINIA AUCTIONEERS BOARD MEETING MINUTES

The Virginia Auctioneers Board met on October 1, 2025, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia 23233.

The following members were present for all or part of the meeting:

Betty Bennett (Auctioneer)
Adrianna Cowan-Waddy (Citizen Member)
Josh Puffenbarger (Auctioneer)
Douglas Sinclair (Auctioneer)

Staff present for all or part of the meeting were:

Jeb Wilkinson, Director
Steve Kirschner, LRPD Director
Kate Nosbisch, Executive Director
Joe Haughwout, Regulatory Affairs Manager
Jhustyna McBride-Dunn, Regulatory Operations Administrator
Ecila Williams, Licensing Operations Administrator
Davon Jones, Administrative Coordinator
Angelina Gismondi, Special Assistant to the Director

Angela Smith-Mackey (Citizen Member) was not present with regrets.

Elizabeth Peay, Assistant Attorney General from the Office of the Attorney General, was present.

Charles Vaughters, BPOR Liaison, was not present.

Finding a quorum of the Board present, Ms. Bennett, Chair, called the meeting to order at 10:00 a.m. **Call to Order**

Ms. Bennett and Ms. Nosbisch advised the Board of the emergency evacuation procedures. **Emergency Evacuation Procedures**

Mr. Puffenbarger moved to approve the agenda. Ms. Cowan-Waddy seconded the motion, which was unanimously approved by members: Bennett, Cowan-Waddy, Puffenbarger and Sinclair. **Approval of Agenda**

Mr. Sinclair moved to approve the minutes for the following date:

- Auctioneer Board Meeting, July 30, 2025

**Approval of
Minutes**

Mr. Puffenbarger seconded the motion, which was unanimously approved by members: Bennett, Cowan-Waddy, Puffenbarger and Sinclair.

There was no public comment.

**Public Comment
Period**

Ms. Nosbisch stated the Executive Director Report was provided for informational purposes only.

**Executive
Director's
Update**

Ms. McBride-Dunn reported that the General Regulatory Reduction Initiative was published in the Virginia Register on August 25, 2025. Key changes included removing duplicative requirements, repealing outdated exam sections, updating licensing and renewal provisions, and streamlining language. No public comments were received, and the final regulations became effective today, October 1, 2025.

**Regulatory
Update**

Ms. McBride-Dunn updated the Board on SB 826, which removed "moral turpitude" as a basis for licensure decisions and replaced it with "dishonest and fraudulent behavior." The exempt action was submitted August 26, reviewed and approved by September 2, and will be published October 6, 2025, in the Virginia Register. The changes take effect November 5, 2025.

Mr. Kirschner explained that a new expense allocation model now reflects actual costs by board, replacing the prior population-based method. As a result, the previously approved fee amounts are outdated. The Board will revisit fees through a new proposed stage with updated figures to be presented at the next meeting.

The licensee counts as of September 1, 2025:

Auctioneers: 911

Auctioneer Firms: 206

**Licensed
Population**

Director Wilkinson, Mr. Kirschner, Ms. Gismondi, Mr. Haughwout and Ms. Peay exited the meeting at 10:23 a.m.

**Departure of
DPOR Staff**

Board members Bennett, Cowan-Waddy, Puffenbarger and Sinclair, completed Conflict of Interest Act training during the meeting.

COIA Training

Conflict of Interest forms and Travel Vouchers were completed by all board members present.

**Conflict of
Interest Forms /
Travel Vouchers**

Adjourn

There being no further business, the meeting adjourned at 10:44 a.m.


Betty Bennett, Chair


Laura V. McClintock, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Betty Bennett
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting October 1, 2025

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

☐ I am able to participate in this transaction fairly, objectively, and in the public interest.

or

☐ I did not participate in the transaction.

6. ☒ I **do not** have a personal interest in any transactions taken at this meeting.

Betty Bennett
Signature

10/1/2025
Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Adrianna Cowan-Waddy
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting October 1, 2025
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

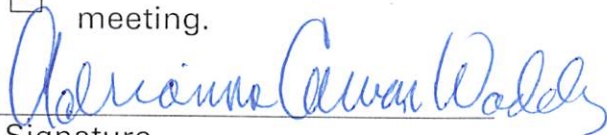
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

- ☒ I am able to participate in this transaction fairly, objectively, and in the public interest.

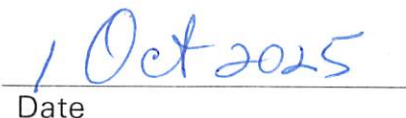
or

- ☐ I did not participate in the transaction.

6. ☒ I **do not** have a personal interest in any transactions taken at this meeting.



Signature



Date

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Joshua Puffenbarger
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting January 15, 2025

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

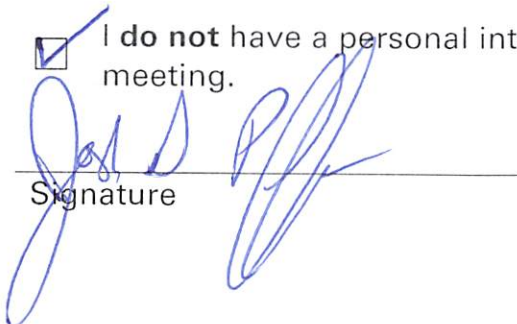
☐ I am able to participate in this transaction fairly, objectively, and in the public interest.

or

☐ I did not participate in the transaction.

6. ☒ I **do not** have a personal interest in any transactions taken at this meeting.

Signature



Date

10-1-25

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Douglas Sinclair
2. Title: Board Member
3. Agency: Auctioneers Board
4. Meeting/IFF Date: Board Meeting October 1, 2025
5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

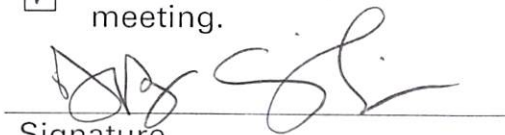
☐ I am able to participate in this transaction fairly, objectively, and in the public interest.

or

☐ I did not participate in the transaction.

6. ☒ I **do not** have a personal interest in any transactions taken at this meeting.

Signature



Date

10-1-25