

**Minutes of Meeting**  
**BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS,**  
**CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE ARCHITECTS**  
**INFORMAL FACT-FINDING CONFERENCES**  
**February 21, 2012**

The Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects convened in Richmond, Virginia, for the purpose of holding an Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

Kristin M. Clay, Presiding Officer. No other Board members were present.

Candace M. Howard, appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Tammie M. Brown, CCR and the Summaries or Consent Orders are attached unless no decision was made.

Disc = Disciplinary Case  
Lic = Licensing Application  
RF = Recovery Fund Claim

C = Complainant/Claimant  
A = Applicant  
R = Respondent/Regulant  
PB=Principal Broker  
SA-Sales Agent  
W = Witness  
Atty = Attorney  
Inv = Investigator

**Participants**

1. Abram C. Charlton, Jr.  
File Number: 2012-01556  
Start time: 10:00 a.m.  
End Time: 10:28 a.m.  
**NO DECISION MADE**

A-Abram Charlton, Jr.

The meeting adjourned at 10:28 a.m.

Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects

  
\_\_\_\_\_  
Andrew M. Scherzer, Chairman

  
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Gordon Dixon, Secretary

**COPY TESTE:**

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**Custodian of Records**

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

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

1. Name: Kristin M. Clay  
Title: Presiding Officer
3. Agency: Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects
4. Transaction: Informal Fact-Finding Conferences on February 21, 2012
5. Nature of Personal Interest Affected by Transaction: \_\_\_\_\_

6. I declare that:

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

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

  
Signature

  
Date