

**REAL ESTATE COMMISSION**  
Professional and Vocational Licensing Division  
Department of Commerce and Consumer Affairs  
State of Hawaii

**MINUTES OF MEETING**

The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by Section 92-7(b), Hawaii Revised Statutes.

Date: Thursday, May 27, 1999

Time: 9:00 a.m.

Place: Kapuaiwa Room  
HRH Princess Victoria Kamamalu Building  
1010 Richards Street, Second Floor  
Honolulu, Hawaii

Present: Nora Nomura, Vice Chair  
Charles Aki, Member  
Michael Ching, Member  
Alfredo Evangelista, Member  
Helen Lindemann, Member  
John Ohama, Member  
Iris Okawa, Member

Calvin Kimura, Supervising Executive Officer  
Christine Rutkowski, Executive Officer  
Pamela Garrison, Senior Real Estate Specialist  
Lee Ann Teshima, Real Estate Specialist  
Russell Wong, Real Estate Specialist  
Cynthia Yee, Senior Condominium Specialist  
Morris Atta, Condominium Specialist  
Gina Watumull, Condominium Specialist  
Shari Wong, Deputy Attorney General  
Irene Kotaka, Secretary

Nicki Ann Thompson, Hawaii Association of REALTORS  
Cay Singleton  
Christopher Singleton  
Ira P. Greenspon  
Leburta Chock Kanno

Excused: Alvin Imamura, Chair  
Mitchell Imanaka, Member

Call to Order: The Vice Chair called the meeting to order at 9:04 a.m., at which time quorum was established.

Chair's Report: No Chair's report was presented.

Executive Officer's  
Report:

**Announcements, Introductions, Correspondence and Additional  
Distribution**

**Additional Distribution**

The following materials were distributed to the Commissioners prior to the start of the meeting:

3. Executive Officer's Report
  - b. Minutes of Previous Meetings
4. Committee Reports
  - b. Education Review Committee - Draft 3 Core Course  
1999-2000
7. Licensing - Questionable Applications
  - b. Corderoy Corp.
  - d. Cay Singleton
  - e. Christopher B. Singleton

**Minutes of Previous Meetings**

Upon a motion by Commissioner Ching, seconded by Commissioner Ohama, it was voted on and unanimously carried to approve the minutes of the April 30, 1999 Real Estate Commission meeting as circulated.

The Deputy Attorney General arrived.

Licensing -  
Questionable  
Applications:

**Ira P. Greenspon**

The Vice Chair informed those present that Mr. Greenspon's application was being considered out of order since he needed to return to Maui to care for his ailing mother.

Mr. Greenspon was asked if he wished to have his application considered in executive session. Mr. Greenspon declined the offer.

Mr. Greenspon is requesting that the restrictions against his license be removed. His federal probation ended in December 1996 for insider trading and fraud crimes he committed in 1986. Mr. Greenspon stated that he plead guilty to the charges and it took the courts seven years to sentence him. There were civil and criminal sanctions. He stated that he paid back \$1,220 in civil restitution. He was not able to pay the \$50,000 in restitution because he did not have any income. He has only been able to pay \$6,500 of the debt. Mr. Greenspon stated that when his probation ended, the \$50,000 was expunged. He currently lives in Hana and has participated in three to four transactions. He gave his commission back to the buyers in his last two transactions. He stated that he had given whatever was leftover after his broker subtracted his commission back to his clients because their house had burned down.

Mr. Greenspon stated that he is taking care of his mother. He does not want to go through the time and expense to petition the California Real Estate Commission for his license. Mr. Greenspon stated that he feels

that he has been through so much in the last 13 years and he has paid his debt to society. He feels different inside and feels that the stigmatism should be removed.

Commissioner Ching asked Mr. Greenspon if he had completed the PRC course in California in April 1996. He stated that he has successfully completed the course. Mr. Greenspon stated that he has a restricted, inactive California real estate license.

Upon a motion by Commissioner Aki, seconded by Commissioner Ching, it was voted on and unanimously carried to take this matter under advisement.

Mr. Greenspon thanked the staff for being kind, patient and always taking his phone calls.

Committee  
Reports:

**Laws and Rules Review Committee**

Upon a motion by Commissioner Ching, seconded by Commissioner Ohama, it was voted on and unanimously carried to accept the report of the Laws and Rules Review Committee meeting as follows:

1. **Accept** the minutes of the April 14, 1999 meeting.
2. Program of Work, FY99
  - a. Rulemaking, Chapter 99, Hawaii Administrative Rules, Real Estate Brokers and Salespersons - **Recommend approval** of the proposed changes to Sections 16-99-88, -100, and -101, HAR, concerning continuing education as discussed, due to Act 47. **Further recommend** that the final draft of the proposed rules be presented at the May 27, 1999 Real Estate Commission meeting.
  - b. Program of Work, FY00 – Neighbor Island Outreach – The first neighbor island outreach for FY00 will be held on Maui, at the Outrigger Wailea Resort on Thursday, July 8, 1999. The meetings will be held in conjunction with the Hawaii Association of REALTORS' Mini Convention.
  - c. Legislative Acts and Resolutions - **Recommend** that, in anticipation of S.B. 238, S.D.1, H.D.2, C.D. 1, becoming law, the Commission proposes the following amendments to Chapter 99, HAR:
    - 1) Adopt HAR §16-99-39(a)(8) as the guidelines it will follow to grant equivalencies for out-of-state real estate license experience for the purpose of meeting equivalency requirement for broker experience applications. One month out-of-state real estate broker's experience is equivalent to one month of Hawaii experience. Three months of out-of-state real estate salesperson's experience is equivalent to one month of Hawaii experience. The maximum experience waiver to be granted to an out-of-state real estate

- broker shall be 2-1/2 years. The maximum experience waiver to be granted to an out-of-state real estate salesperson shall be 2 years, unless otherwise approved by the Commission.
- 2) Clarify full-time as defined in HAR §16-99-38(b), as averaging 40 hours per week.
  - 3) Clarify/define that "current out-of-state" means an active real estate license that is not in a forfeited (failure to renew), terminated, suspended or revoked status and that the broker affiliation would not be required, as verified in writing by the state that issued the current out-of-state license.
  - 4) The Commission will accept any state's examination with a passing score as equivalent to the Hawaii uniform portion, for the level of license being sought in Hawaii, so long as it is verified in writing by the state in which the exam was taken. The equivalency would be for the purpose of taking the Hawaii exam for prelicensing only.
  - 5) Delegate to staff to process the restoration applications to approvals in which the applicant completes all ministerial requirements.
- d. Program of Work and Budget, FY00 - **Recommend approval** of the Program of Work and Budget, Fiscal Year 2000, Draft 3A, subject to final discussion and any new amendments at the May 27, 1999 Real Estate Commission meeting.
3. Special Issues
- a) County of Hawaii Planning Department, Meeting on Submerged Lands - **Recommend** that REB staff provide an applicable response in light of DLNR's nonparticipation.
  - b) County of Hawaii - Department of Public Works - **Recommend** that REB staff provide an applicable response in light of the acknowledgement from President of the Big Island Board of Realtors to interact on the issues with all parties concerned.
  - c) Chapter 509, Conveyances to Two or More, HRS. - **Recommend** that REB staff incorporate an educational article on this issue in the Real Estate Bulletin, School Files, and Condo Bulletin.
4. Budget and Finance Report - Real Estate Recovery Fund - **Recommend acceptance** of the Real Estate Recovery Fund Report as of March 31, 1999.
5. Next Meeting: Wednesday, June 9, 1999  
9:00 a.m.  
Kapuaiwa Room  
HRH Princess Victoria Kamamalu Building  
1010 Richards Street, Second Floor  
Honolulu, Hawaii

### Education Review Committee

Upon a motion by Commissioner Aki, seconded by Commissioner Ching, it was voted on and unanimously carried to accept the report of the Education Review Committee meeting as follows:

1. Minutes of April 14, 1999 Meeting – **Accept.**
2. Hawaii Real Estate Research and Education Center Report - Acting Director's Report  
Continuing Education 99-00 Core Course – **Recommend acceptance** of the core course outline, **recommend** that the completed core course be submitted to REB staff prior to the May 27, 1999 Real Estate Commission meeting for distribution to the Commissioners prior to the meeting and that this matter be placed on the agenda for discussion at the May 27, 1999 meeting.
3. Continuing Education Administration, Curriculum, Courses, Providers and Instructors - Applications - 1999-2000 Continuing Education Providers, Instructors, and Courses Ratification List – **Recommend Approval** of the following registrations/certifications:

<u>Registration/Certification</u>	<u>Effective Date</u>
<b>Instructor</b> M. Lee Ruggles	04/30/99
Course Categories:	Contracts Property Management Real Estate Law Update and Ethics
4. ASI - Test Development – The test development session is scheduled for August 16 to 18, 1999, at the Hyatt Regency in Waikiki.
5. Program of Work, FY99
  - a. Annual Report, Quarterly Bulletin, and School Files – Request for Proposals – Defer discussion and decision making to the Condominium Review Committee meeting.
  - b. Neighbor Island Outreach - The first neighbor island outreach for FY00 will be held on Maui, at the Outrigger Wailea Resort, on Thursday, July 8, 1999. The meetings will be held in conjunction with the Hawaii Association of REALTORS' Outreach Program.
6. Program of Work and Budget, FY2000 –**Recommend approval** of the Program of Work and Budget, Fiscal Year 2000, Draft 3A, subject to final discussion and any new amendments at the May 27, 1999 Real Estate Commission meeting.
7. Special Issues - HAR Outreach Programs - **Recommend** that three REB staff attend and participate as follows: Kauai, July 2, 1999; Maui, July 9, 1999; Big Island, July 23, 1999 and five REB staff to attend and participate on Oahu, July 30, 1999.
8. Budget and Finance Report – March 1999 Real Estate Education Fund Report – **Accept.**

9. Next Meeting: Wednesday, June 9, 1999  
10:00 a.m.  
Kapuaiwa Room  
HRH Princess Victoria Kamamalu Building  
1010 Richards Street, Second Floor  
Honolulu, Hawaii

### **Condominium Review Committee**

Upon a motion by Commissioner Evangelista, seconded by Commissioner Ching, it was voted on and unanimously carried to accept the amended report of the Condominium Review Committee meeting as follows:

1. **Minutes of April 14, 1999** -- Accept minutes.
2. **HREREC Report** -- Hawaii Condominium Bulletin - FY99 Vol. 7, Number 4, (Summer 1999) issue is targeted for distribution by June 15, 1999.
3. **AOAO Registrations – Recommend approval** to ratify effective dates for registrations for:
  - a. 1997 - 1999 Registrations through April 30, 1999.
  - b. 1999 - 2001 Registrations through April 30, 1999.
4. **Condominium Bulletin – Recommend approval** to execute a small purchase contract for the writing and publication of the Hawaii Real Estate and Condominium Bulletin to John D. Ramsey per his quotation dated April 27, 1999 and May 12, 1999.
5. **Attorney General Opinion Request -- Recommend to accept** Shari Wong, Deputy Attorney General's opinion to REC via Calvin Kimura, Supervising Executive Officer, dated April 20, 1999 and to keep the opinion confidential pursuant to the attorney-client communication privilege.
6. **CPR Registration, Public Reports, Extensions Issued**
  - a. **April 1999 -- Recommend approval** to ratify issuance of effective dates for public reports and extensions for the month of April 1999.
  - b. **Lalea at Hawaii Kai (Phase IV) # 4077 – Application for Final Public Report – Recommend approval** to have the Condominium Consultant for this project work with the developer, Castle & Cooke Homes Hawaii Inc. to:
    - 1) Include in the final public report for Phase IV disclosures relating to: the AOAO's request for a second swimming pool and the discovery of termites in Phase I, II, and III.
    - 2) Submit drafts of supplementary public reports for Phases I and II reflecting the AOAO's request for a second swimming pool and the discovery of termites in Phase I, II, and III.Further recommend that the condominium consultant review the prospect of litigation by the AOAO's regarding

the same issues and recommend to REC whether the prospect should be included in the final public report.

7. **Program of Work, FY99**
  - a. **Neighbor Island Outreach** -- The July committee meetings on the island of Maui will be held on Thursday, July 8, 1999, with this committee meeting at 1:30 p.m., at the Outrigger Wailea Resort, Maui.
  - b. **Program of Work, FY00**
    - 1) **Recommend approval** of the Program of Work and Budget, Fiscal Year 2000, Draft 3A, subject to final discussion and any new amendments at the May 27, 1999 Real Estate Commission meeting.
    - 2) **Program of Work, FY00** -- Although this committee has invited those in the condominium community and governance organizations through distribution of the Committee Chairs invitation memorandum, the Committee has not received any written comments or recommendations as well as any testimony at the meeting for the program of work for fiscal year 2000.
8. **Open Forum**

There were no comments, recommendations, or concerns received from the following: Community Association Institute Hawaii Chapter, Alakahi Foundation, Hawaii Council of Association of Apartment Owners, Hawaii Independent Condominium and Cooperative Owners, Hawaii State Bar Association / Real Property & Financial Services Section, Land Use Research Foundation, Condominium Council of Maui, Hawaii Association of Realtors / Institute of Real Estate Management Hawaii Chapter / Oahu Arm Committee, others.
9. **CMEF Budget and Finance Report (March 1999) -- Recommend approval** to accept the pro forma report for the period ending March 31, 1999.
10. **Next Meeting:** June 9, 1999  
1:30 p.m.  
Kapuaiwa Room  
HRH Princess Victoria Kamamalu Building  
1010 Richards Street, Second Floor  
Honolulu, Hawaii.

#### **Laws and Rules Review Committee**

Rule Making, Chapter 99, HAR - Amendments to Chapter 467, HRS, necessitates amendments to Chapter 99, HAR.

The proposed amendments to Chapter 99, HAR, were distributed to the Commissioners for their review and acceptance.

Commissioner Ching asked if guidelines could be set up for the staff to approve the examination equivalencies as set forth in the proposed §16-

99-31, HAR, subject to conditions. The SEO informed the Commissioners that staff would handle the examination equivalencies in the same manner that educational waivers are currently handled. He noted that a problem may arise when a licensee, who was grandfathered in, applies for the examination equivalency. There also may be problems where the applicant is licensed in a state that did not have a separate uniform portion of the examination. In that instance, the application would have to come before the Commission for decision making.

Upon a motion by Commissioner Ching, seconded by Commissioner Aki, it was voted on and unanimously carried to approve the draft proposed language for the amendments to Chapter 99, HAR, to implement Act 47 and in anticipation of S.B. No. 238, S.D.1, H.D.2, C.D.1, being signed into law.

Licensing and  
Registration -  
Ratification:

Upon a motion by Commissioner Aki, seconded by Commissioner Ching, it was voted on and unanimously carried to ratify the attached list.

Committee  
Reports:

**Education Review Committee**

Senior Real Estate Specialist Garrison reported that she had received a copy of the mandatory continuing education core course in draft form on May 25, 1999. The discussion on the core course was deferred pending the arrival of Mr. Gilbert.

Licensing -  
Questionable  
Applications:

**Leburta Chock Kanno dba Leburta Chock, Realtor**

Ms. Kanno was asked if she wished to have her application considered in executive session. She declined the offer.

Ms. Kanno was requesting that the Commission allow her to continue to use her trade name, Leburta Chock, Realtor, despite the change of her legal name to Leburta Chock Kanno. Ms. Kanno informed the Commissioners that she did not have much to say because her letter states what she is requesting. She stated that she has been licensed since 1974. People know her by her previous name. She stated that having to choose whether or not to use your married name or to keep your maiden name is not a choice that women should have to make.

Upon a motion by Commissioner Aki, seconded by Commissioner Ohama, it was voted on and unanimously carried to take this matter under advisement.

**Cay Singleton  
Christopher Singleton**

Cay Singleton and Christopher Singleton were asked if they wished to have this matter discussed in executive session. They both declined the offer. They also requested that their applications be heard together.



Cay Singleton's real estate salesperson's license was suspended due to non-payment of the fine. Christopher Singleton's real estate broker's license was suspended for six months and he was ordered to pay a fine. The records show that the fines were not paid.

Commissioner Ching asked if the fines should have been paid first before the Commission can consider the application. The Deputy Attorney General answered in the affirmative.

Mr. Singleton stated that they were asking that, as a condition of the reinstatement, they be allowed to pay the fine. They would like to pay the fine and be allowed to reinstate their license. They are more than happy to pay the fine. He stated that they have not been in trouble since that time and do not have any actions pending against them. They have completed their courses. Mr. Singleton stated that they were advised by the Executive Officer to take their courses and then to apply for reinstatement. Mr. Singleton requested that the payment of the fines be a condition for reinstatement.

Commissioner Ohama asked Mr. Singleton to explain what courses he had completed. Mr. Singleton stated that they had completed their continuing education courses. Mr. Singleton stated that since they live on the outer islands, it is inconvenient for them to travel back and forth.

The Vice Chair informed the Singletons that the order directed them to pay the fines within a certain period of time. Mr. Singleton stated that that was correct, but they did not pay the fines because he was upset with the findings of fact and didn't think that it was proper jurisprudence for something that happened twenty years ago. His records were blown away in a hurricane on Kauai. He couldn't put his records together after the hurricane.

The SEO stated that since there was only one person responding to the questions, Christopher Singleton, he wanted to make sure that Cay Singleton was in agreement with what her son was saying. Mrs. Singleton stated that she was in agreement with her son's statements.

Mr. Singleton stated that he was upset with the final order and after spending \$18,000 on attorney's fees to go to the hearings, he did not have the money to pay another \$5-6,000. It cost him a lot of money to go before the Commission.

Commissioner Evangelista asked the Singleton's if they had ever contacted RICO after the Final Order was approved to make arrangements for the payment of the fines. Mr. Singleton stated that yes, he had first contacted RICO one to two months ago.

Mr. Singleton was asked if he had filed an appeal of the Circuit Court's decision with the Supreme Court. Mr. Singleton answered, "No." The Singleton's were informed that the Commission has information that an appeal was filed with the Supreme Court. Both Mr. Singleton and Ms. Singleton answered that that understanding was incorrect.

They had not made any contact with the Commission or its staff in the past four years until one to two months ago. The EO stated that the Singletons had requested information on reinstating their license approximately six months ago. They were asked if they had pursued this matter after their initial request. The Singletons answered, "No."

In April 1999, the EO had sent a letter to Cay Singleton requesting information or letters of support from business associates or her employers. She did not submit anything. She stated that she has been living in retirement on Kauai. The same letter was sent out to Christopher Singleton. He did not have any employers or employees.

Mr. Singleton stated that prior to these incidents, they did not have any complaints or criminal activities.

Commissioner Evangelista asked the Singletons if they were not willing to pay the fines unless their request for reinstatement is granted. Mr. Singleton answered that they are certainly willing to pay the fine. They would like to clear up their license. He was upset, out of money and it was costly for him to go to the hearings.

Upon a motion by Commissioner Ohama, seconded by Commissioner Lindemann, it was voted on and unanimously carried to take this matter under advisement.

Executive  
Session:

Upon a motion by Commissioner Evangelista, seconded by Commissioner Ohama, it was voted on and unanimously carried to enter into executive session, pursuant to Section 92-5(a),(1), HRS, "To consider and evaluate personal information relating to individuals applying for professional or vocational licenses cited in section 26-9 or both;".

Upon a motion by Commissioner Ching, seconded by Commissioner Evangelista, it was voted on and unanimously carried to move out of executive session.

Licensing -  
Restoration of  
Forfeited Licenses:

**Thomas H. Hickey**

After a review of the information submitted by the applicant, Commissioner Ching moved to accept as equivalent to the mandatory continuing education courses the applicant's completion of the salesperson's prelicense course and to require passage of the real estate salesperson's licensing examination. Commissioner Ohama seconded the motion. The motion was voted on and unanimously carried.

Licensing -  
Questionable  
Applications:

**Ira P. Greenspon**

After a review of the information presented by the applicant, Commissioner Evangelista moved to deny Mr. Greenspon's request to remove the conditions placed on his license. The Commission

determined that the issuance of the conditional license did not include any attachments that the conditions be removed and the records do not show compelling evidence that the conditions should be lifted. Commissioner Aki seconded the motion. The motion was voted on and unanimously carried.

**Cay Singleton**

After a review of the information presented by the applicant, Commissioner Evangelista moved to deny Ms. Singleton's request to consider reinstatement of her real estate salesperson's license due to failure to pay the fine reflecting non-compliance with the terms of the Commission's September 22, 1995 Final Order. The application for reinstatement was not reviewed. The non-compliance of the Commission's Final Order will be referred to RICO to pursue appropriate sanctions. Also staff to notify RICO of the Commission's disappointment that a representative from RICO was not present at the meeting. Commissioner Ching seconded the motion. The motion was voted on and unanimously carried.

**Christopher B. Singleton**

After a review of the information presented by the applicant, Commissioner Evangelista moved to deny Mr. Singleton's request to consider reinstatement of his real estate broker's license due to failure to pay the fine reflecting non-compliance with the terms of the Commission's September 22, 1995 Final Order. The application for reinstatement was not reviewed. The non-compliance of the Commission's Final Order will be referred to RICO to pursue appropriate sanctions. Also staff to notify RICO of the Commission's disappointment that a representative from RICO was not present at the meeting. Commissioner Ching seconded the motion. The motion was voted on and unanimously carried.

Upon a motion by Commissioner Evangelista, seconded by Commissioner Ohama, it was voted on and unanimously carried to instruct staff to not place on the agenda an application in which the applicant has not complied with all of the terms of the Commission's Final Order, such as fulfillment of terms, completion of applicable course requirements, payment of fine or any restitution, etc.

**Larry E. Greene**

After a review of the information submitted by the applicant, Commissioner Ching moved to approve the real estate salesperson's license application of Larry E. Greene. Commissioner Lindemann seconded the motion. The motion was voted on and unanimously carried.

**Corderoy Corp.**

After a review of the information submitted by the applicant, Commissioner Ching moved to approve the real estate broker corporation application of Corderoy Corp. Commissioner Aki seconded the motion. The motion was voted on and unanimously carried.

**Leburta Chock Kanno dba Leburta Chock, Realtor**

After a review of the information presented by the applicant, Commissioner Ching moved to approve Ms. Kanno's request to continue to use her trade name, Leburta Chock, Realtor, despite the change of her legal name to Leburta Chock Kanno. Commissioner Evangelista seconded the motion. The motion was voted on and unanimously carried.

Chapter 91, HRS,  
Adjudicatory  
Matters:

The Vice Chair called for a recess from the meeting at 10:20a.m., to discuss and deliberate on the following adjudicatory matters, pursuant to Chapter 91, HRS:

**In the Matter of the Real Estate Broker's License of Crystal Joy Acohido, REC 97-128-L**

Upon a motion by Commissioner Aki, seconded by Commissioner Okawa, it was voted on and carried to approve the Settlement Agreement Prior to Filing of Petition for Disciplinary Action and the Commission's Final Order and that the summary of this case will be published in the next issue of the Real Estate *Bulletin*, as is standard practice. Commissioner Ching voted against the motion.

**In the Matter of the Real Estate Broker's Licenses of Sullivan Properties, Inc., Patrick T. Sullivan, and Michael J. Sullivan, REC-96-194-L**

Upon a motion by Commissioner Ching, seconded by Commissioner Evangelista, it was voted on and unanimously carried to reject the Settlement Agreement Prior to Filing of Petition for Disciplinary Action and Commission's Final Order.

The Commissioners noted that as with previous settlement agreements, the course requirement should contain the following elements to avoid resource-intensive administration:

1. A stated deadline.
2. Course to be recommended or previously approved by the Commission.
3. A statement that the course not be used as a duplicate to satisfy the mandatory continuing education course requirement for license renewal on active status.

Following the Commission's review, deliberation and decisions in these matters, pursuant to Chapter 91, HRS, the Vice Chair announced that

the Commission was reconvening its scheduled Commission meeting at 10:33 a.m.

Executive Session:

Upon a motion by Commissioner Ching, seconded by Commissioner Evangelista, it was voted on and unanimously carried to enter into executive session, pursuant to Section 92-5(a)(4), HRS, "To consult with the board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities and liabilities;".

Committee Reports:

**Education Review Committee**

1999-2000 Continuing Education Core Course – Upon a motion by Commissioner Ching, seconded by Commissioner Evangelista, Commissioners Lindemann and Ohama will meet with the Core Course Committee to discuss the latest draft and its future.

Next Meeting:

Friday, June 25, 1999  
9:00 a.m.  
Kapuaiwa Room  
HRH Princess Victoria Kamamalu Building  
1010 Richards Street, Second Floor  
Honolulu, Hawaii

Adjournment:

With no further business to discuss, the Chair adjourned the meeting at 10:53 a.m.

Reviewed and approved by:

/s/ Christine Rutkowski  
Christine Rutkowski  
Executive Secretary

June 25, 1999  
Date

[ X ] Approved as circulated.

[ ] Approved with corrections; see minutes of \_\_\_\_\_ meeting.