

Andy Beshear
Governor

Jacqueline Coleman
Lieutenant Governor



DJ Wasson
Secretary

Brian Raley
Deputy Secretary

PUBLIC PROTECTION CABINET
Kentucky Real Estate Authority
Kentucky Real Estate Commission
500 Mero Street, 2NE09
Frankfort, KY 40601
Phone: (502) 564-7760

**KENTUCKY REAL ESTATE COMMISSION
MAIN MEETING**

MEETING MINUTES

April 30, 2026

9:00 a.m. ET / 8:00 a.m. CT

Mayo-Underwood Building

500 Mero Street

Frankfort, Kentucky 40601

Hearing Room 229NE

This meeting occurred via Microsoft Teams Meeting video teleconference, pursuant to KRS 61.826

A meeting of the Kentucky Real Estate Commission (“KREC” or “Commission”) was held on April 30, 2026, at the Mayo-Underwood Building, Frankfort, KY 40601, Conference Room 229NE, and by videoconference via MS Teams.

Commissioners Present

Commissioner Kenneth Sagan
Commissioner Jennifer Brown-Day

Commissioner Raquel Carter
Commissioner Anne West Butler

KREA Staff

Tracy Carroll, Executive Director
Libby Johnson, Board Coordinator
Danielle Haddad, Staff Attorney III

Seth Branson, Procedural Development
Specialist II
Rachel Couch, Paralegal

Call to Order and Guest Welcome

The Kentucky Real Estate Commission meeting was called to order by Commissioner Day at 9:03 a.m. ET/8:03 a.m. CT. Roll call was taken, and a quorum was present. Guests were welcomed and an introduction to Commissioners was made.



Approval of Meeting Minutes

Commissioner Sagan made a motion to approve the March 19, 2026, meeting minutes as presented. Commissioner Carter seconded the motion. With all in favor, the motion carried unanimously.

KREA Update

Procedural Development Specialist II Seth Branson gave the KREA update. He announced that KREA recently hired an employee, Lauren Glass, for the new temporary role of Administrative Assistant. She will be supporting all four boards, and KREC is excited to have her starting on Monday. Mr. Branson also shared that KREA will have an intern starting at the end of May.

Mr. Branson stated that Libby Johnson has sent out invitations for the Spring Board Training sessions and encouraged board members to review the available dates and times and consider attending if possible. He explained that the training is a great opportunity for board members to learn more about their roles and responsibilities.

Mr. Branson reviewed the current budget with the Commissioners and those in attendance. He presented the following:



Real Estate Commission
58-677-677A-677E-JEE0-13N8

		FY24 Actual	FY25 Actual	FY26 Operating Budget 7/2025	FY26 YTD 4/1/26
	Source of Funds				
	Restricted Funds				
	Balance Forward	1,565,978.08	2,822,101.48	1,855,100.00	1,855,067.72
R382	License Examination Fee	60.00	341,600.00	345,000.00	249,100.00
R383	Initial License Fee	91,370.00	76,780.00	85,000.00	56,660.00
R384	Renewal License Fee	1,199,170.00	19,800.00	1,200,000.00	954,620.00
R385	Reinstatement License Fee	16,960.00	10,681.00	20,000.00	2,950.00
R386	Other Fees Related To Licenses	64,019.00	52,618.60	60,000.00	35,501.00
R404	General Fees From Public	174,095.00	41,990.00	120,000.00	135,685.00
R701	Fines	355,000.00	144,150.00	200,000.00	40,330.00
R839	Other Deposits	51.68			
	Total Revenue	1,900,725.68	687,619.60	2,030,000.00	1,474,846.00
	<i>Cash to Real Estate Authority</i>	<i>(817,000.00)</i>	<i>(1,415,000.00)</i>	<i>(1,415,000.00)</i>	<i>(707,400.00)</i>
	Total Balance Forward + Revenue - Cash	2,649,703.76	2,094,721.08	2,470,100.00	2,622,513.72
	Expenses				
E114	Per Diem (Boards & Comm)	29,100.00	28,800.00	34,200.00	22,800.00
E121	Employers FICA	2,226.15	2,203.20	2,600.00	1,767.15
	Total Per Diem and Fringe Benefits	31,326.15	31,003.20	36,800.00	24,567.15
	Other Personnel Costs	(204,204.50)	208,045.50	260,800.00	155,358.50
	Total Personnel Costs	(172,878.35)	239,048.70	297,600.00	179,925.65
	Total Operating Costs	480.57	604.66	26,000.00	3,685.10
	Total Expenditures	(172,397.78)	239,653.36	323,600.00	183,610.75
	Total Revenue + Balance Forward minus Total Expenditures	2,822,101.54	1,855,067.72	2,146,500.00	2,438,902.97
Notes:					
** Total allotment (spending authority) for FY26 is \$323,600.					
** Approximate salary and fringe of employees assigned to KREC - \$266,809.08					
** Approximate salary and fringe of administrative employees assigned to Real Estate Authority - \$1,252,493.98.					
** Operating Costs include travel.					



Real Estate Commission Educ Res & Recovery

58-677-677A-677E-JEFO-13N5

		FY24 Actual	FY25 Actual	FY26 Operating Budget 7/2025	FY26 YTD 4/1/26
	Source of Funds				
	Restricted Funds				
	Balance Forward	4,518,154.61	5,962,175.05	6,259,800.00	6,259,839.61
R382	License Examination Fee		120.00		
R383	Initial License Fee	84,970.00	71,720.00	80,000.00	54,800.00
R384	Renewal License Fee	1,204,080.00	20,580.00	1,200,000.00	956,880.00
R385	Reinstatement License Fee	(40.00)			
R386	Other Fees Related To Licenses	(455.00)			
R404	General Fees from Public	(40.00)			
R701	Fines	(3,000.00)			
R771	Interest Income	246,132.19	307,607.72	260,000.00	178,988.59
	Total Revenue	1,531,647.19	400,027.72	1,540,000.00	1,190,668.59
	<i>Cash to Real Estate Authority</i>	-	-	-	-
	Total Balance Forward + Revenue - Cash	6,049,801.80	6,362,202.77	7,799,800.00	7,450,508.20
	Expenses				
E114	Per Diem (Boards & Comm)	-	-	-	-
E121	Employers FICA	-	-	-	-
	Total Per Diem and Fringe Benefits	-	-	-	-
	Other Personnel Costs			10,000.00	
	Total Personnel Costs	-	-	10,000.00	-
	Total Operating Costs	87,626.75	102,363.16	90,000.00	(772.33)
	Total Expenditures	87,626.75	102,363.16	100,000.00	(772.33)
	Total Revenue + Balance Forward minus Total Expenditures	5,962,175.05	6,259,839.61	7,699,800.00	7,451,280.53
Notes:					
** Total allotment (spending authority) for FY26 is \$100,000.					



Education and Licensing Report

Procedural Development Specialist II Seth Branson reported the following educational and instructor applications.

1) Providers

a. Ascend Real Estate Academy

2) Instructors

a. Terry Watson

3) Courses

a. Agent Academy

i) Foreclosures, Short Sales, REOs and Auctions

Instructor: Vickie Grimes

Broker Electives: 3

CE Hours: 3

PLE Hours: 3 Finance

ii) Risk Management

Instructor: Vickie Grimes

Broker Electives: 2

PLE Hours: 2 Risk Management

CE Hours: 2

iii) The Truth About Mold

Instructor: Vickie Grimes

Broker Electives: 3

CE Hours: 3

PLE Hours: 3 Electives

iv) Today's Real Estate Event Marketing

Instructor: Vickie Grimes

Broker Electives: 3

CE Hours: 3

PLE Hours: 3 Advertising

b. Ascend Real Estate Academy

i) Kentucky Core Course

Instructor: Dustin Gilbert

CE Law: 6

Core Hours: 6



c. Cooke Real Estate School

i) 40 Ky Reciprocal Law

Instructor: Frank Cooke

Pre-License: 40 Hours

ii) Kentucky Broker Management

Instructor: Frank Cooke

Broker Management: 48 Hours

d. Huntington Board of Realtors

i) Challenge Accepted

Instructor: Terry Watson

CE Hours: 3

ii) Recharge, Refocus, Reengage

Instructor: Terry Watson

CE Hours: 4

e. Realtor Association of Southern Kentucky

i) Smart, Safe & Secure: Essential Protection & Tech for New Real Estate Agents

Instructor: Christine Mogan

CE Law: 3

PLE Hours: 3 Technology & Security

f. Kaplan

i) Scams, Scoundrels and Real Estate Stings V2.0

Instructor: Ted Highland

CE Hours: 4

PLE Hours: 4 Electives

ii) Avoiding Deceptive Practices V2.0

Instructor: Ted Highland

CE Hours 3 hours

PLE Hours: 3 Advertising

iii) Foreclosures, Short Sales, and REOs: Tools for Success in Today's Market V3.0

Instructor: Ted Highland

CE Hours: 6

PLE Hours: 6 Electives

iv) Millennials: Challenging the Norm V1.0

Instructor: Ted Highland

CE Hours: 2

PLE Hours: 2 Electives



v) Mind Your (Accessibility) Business: ADA for Commercial Properties V1.0

Instructor: Ted Highland

CE Hours: 3

PLE Hours: 3 Electives

vi) Protecting Elders from Real Estate Scams V1.0

Instructor: Ted Highland

CE Hours: 4

PLE Hours: 4 Electives

vii) Today's Real Estate Marketing Event Marketing OnDemand Course V1.0

Instructor: Ted Highland

CE Hours: 6

PLE Hours: 6 Electives

viii) Water: How It Affects Property V1.0

Instructor: Ted Highland

CE Hours: 4

PLE Hours: 4 Electives

g. Kentucky Academy of Real Estate

i) Agency Law in Real Estate

Instructor: Jennifer Fields, Harry Borders

CE Law: 3

PLE Hours: 3 Agency

ii) Real Estate and Taxes: What Every Agent Should Know V8.0

Instructor: Cora Henderson

CE Hours: 6

CE Law: 3

h. Web CE

i) A Property Managers Guide to Conflict Resolution

Instructor: Anne Heinz

CE Hours: 3

i. Bluegrass Realtors

i) FinCEN & Residential Real Estate Anti-Money Laundering Rule

Instructor: Rene Rogers

CE Law: 1

PLE Hours: 1 Finance



Commissioner Sagan made a motion to approve the education applications as presented by Mr. Branson. Commissioner Carter seconded the motion. Having all in favor, motion carried.

KREA Legal Update

General Counsel Patrick Riley presented the KREA Legal Update. He shared that he has accepted a new position as Deputy General Counsel for the Secretary's Office. Mr. Riley stated that it has been a pleasure working with the commissioners and staff and wished everyone the best moving forward. He also stated that he is leaving the commission in good hands with Staff Attorney III Danielle Haddad and Paralegal Rachel Couch, who will continue to handle legal matters while a replacement is appointed.

Commissioner Carter told Mr. Riley that he had been a joy to work with, noting his professionalism and efficiency. She stated that she could not overstate the value he brought to the commission and congratulated him on his new position. The remaining commissioners also congratulated Mr. Riley and wished him well.

Committee Reports

1. Applicant Review Committee Report

Commissioner Sagan presented the following recommendations of the ARC meeting:

1. In Re: Application Report of **A.W.** – Recommend further investigation.
2. In Re: Application Report of **M.D.H.** – Recommend approval.
3. In Re: Application Report of **F.H.** – Recommend further investigation.
4. In Re: Application Report of **C.L.** – Recommend approval.
5. In Re: Application Report of **D.A.** – Recommend further investigation.
6. In Re: Investigative Report of **M.M.** – Recommend denial.
7. In Re: Investigative Report of **E.H.J.** – Recommend approval with a six-month probationary period.

2. Complaint Screening Committee Report

Commissioner Carter presented the following recommendations of the CSC meeting:

1. **23-C-004** – Recommend to the Commission to defer to the May meetings.
2. **23-C-032** – Recommend to the Commission to defer to the May meetings.
3. **25-C-019** – Recommend to the Commission for further investigation.
4. **25-C-037** – Recommend to the Commission for further investigation.
5. **25-C-041** – Recommend to the Commission for dismissal.
6. **25-C-051** – Recommend to the Commission for further investigation.
7. **26-C-010** – Recommend to the Commission to defer to the May meetings.
8. **26-C-013** – Recommend to the Commission to request Sworn Answer.



Closed Session

Commissioner Carter made a motion to enter closed session pursuant to KRS 61.815 and KRS 61.810(1)(c) and (j), with board staff and counsel, to discuss proposed or pending litigation and deliberate on individual adjudications at 9:12 a.m. ET/8:12 a.m. CT as listed in the agenda and these minutes above. The motion was seconded by Commissioner Butler. Having all in favor, the motion carried.

Reconvene in Open Session

Commissioner Carter made a motion to come back to open session at 9:32 a.m. ET/8:32 a.m. CT. The motion was seconded by Commissioner Sagan. Having all in favor, the motion carried.

Applicant Review Committee Report—Motions

Commissioner Sagan moved to adopt the Applicant Review Committee’s full recommendations as presented to the Board and as listed above in these minutes except for the Application Report of M.M., who he recommended approval with a one year probationary period. Commissioner Carter seconded the motion. Having all in favor, motion carried.

Complaint Screening Committee Report—Motions

Commissioner Carter moved to adopt the Complaint Screening Committee’s full recommendations as presented to the Board and as listed above in these minutes. Commissioner Butler seconded the motion. Having all in favor, motion carried.

New Business

Staff Attorney III Danielle Haddad was excited to announce that the Commission has reached agreement with Illinois on a draft Memorandum of Understanding.

Commissioner Carter made a motion to approve the Memorandum of Understanding between Kentucky and Illinois. Commissioner Sagan seconded. Having all in favor, the motion carried.

Public Comments

Matthew Mericle made a public comment thanking the commission for their decision on his application.

Approval Per Diem

1. Commissioner Sagan made a motion to approve the per diem and travel expenses for the April 28, 2026, CSC Meeting. Commissioner Butler seconded the motion. Having all in favor, the motion carried.
2. Commissioner Carter made a motion to approve the per diem and travel expenses for the April 29, 2026, ARC Meeting. Commissioner Sagan seconded the motion. Having all in favor, the motion carried.



3. Commissioner Carter made a motion to approve the per diem and travel expenses for the April 30, 2026, KREC Main Meeting. Commissioner Butler seconded the motion. Having all in favor, the motion carried.

Meeting Adjournment

Commissioner Carter moved to adjourn the meeting at 9:38 a.m. ET / 8:38 a.m. CT. Commissioner Sagan seconded the motion. Having all in favor, the meeting adjourned.

