

**South Carolina Real Estate Commission
Meeting Minutes**
Thursday, November 20, 2025 at 10:00 am
110 Centerview Dr., Kingstree Building, Upstate Conference Room
Columbia, South Carolina 29210

Public notice of this meeting was properly posted at the S.C. Real Estate Commission Office, Synergy Business Park, Kingstree Building, Commission website, and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

Commissioners Present:

John Rinehart, Chair – 5th Congressional District
David Burnett, Vice-Chair – 4th Congressional District
Daniel Moskowitz – 1st Congressional District
Allen Wilkerson – 2nd Congressional District
William “Andy” Lee – 3rd Congressional District
Janelle Mitchell – 6th Congressional District
Gary A. Pickren, Esq. – At-Large Member
Johnathan Stackhouse – Public Member
Thomas Dugas, Esq. – Public Member

SCLLR STAFF PRESENT:

Erica Wade, Commission Executive
Meredith Buttler, Program Director
Ashlynn Brown, Administrative Coordinator
Brandy Duncan, Esq., Office of Advice Counsel
Shannon Davis, Esq., Office of Disciplinary Counsel
Wattie Wharton, Lead Investigator Office of Investigations and Enforcement
Chuck Waters, Office of Investigations and Enforcement
Chuck Turkal, Office of Investigations and Enforcement
Kasey Williams, Office of Investigations and Enforcement
Jennifer Farmer, Office of Investigations and Enforcement
Jennifer Stillwell, Program Manager II Office of Investigations and Enforcement
April Howe, Program Manager Office of Investigations and Enforcement
Robbie Dean, Program Manager Office of Investigations and Enforcement

PRESENT:

Katherine Boone, Court Reporter

CALLED TO ORDER: Mr. Rinehart called the meeting to order at 10:01 a.m.

INVOCATION

Mr. Wilkerson gave the invocation.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present.

INTRODUCTION OF COMMISSIONERS AND STAFF

Commissioners and staff introduced themselves.

APPROVAL OF AGENDA

Motion: To approve the agenda.

Mr. Lee made a motion to approve, which was seconded by Mrs. Mitchell. The motion was carried by unanimous vote.

COMMISSION PURPOSE & CHAIRMAN'S REMARKS

The purpose of the Real Estate Commission is to regulate the real estate industry so as to protect the public's interest when involved in real estate transactions. The Commission also investigates complaints and conducts application and disciplinary hearings in accordance with State statutes and regulations.

COMMISSIONER MEMBER INFORMATION REFRESHER

Motion: To enter into executive session for legal advice where no votes will be taken.

Moved by Mr. Pickren and seconded by Mr. Dugas, the motion carried by unanimous vote.

Old Business 9b. Clarification of Fiscal Responsibilities was discussed during this executive session as well.

Motion: To exit executive session and return to open session.

Moved by Mr. Stackhouse and seconded by Mr. Lee, the motion carried by unanimous vote.

STAFF REPORTS

a. Office of Investigations and Enforcement (OIE) Report

Mr. Wharton reported that from January 1, 2025, to November 20, 2025, 663 complaints have been filed. OIE currently has 100 active investigations, 7 citations have been issued, and 52 cases have been closed during that time period.

b. Investigative Review Conference (IRC) Report

Mr. Wharton reported that the IRC met on November 3, 2025, via WebEx. The IRC recommends the following: 13 cases for dismissal, 8 cases for a letter of caution, 0 cases for Cease and Desist, and 9 formal complaints.

Motion: To enter into closed session

Moved by Mr. Pickren and seconded by Mr. Dugas the motion carried by unanimous vote.

Motion: To return to open session

Moved by Mr. Pickren and seconded by Mr. Dugas, the motion carried by unanimous vote.

Motion: To accept the IRC recommendations with amendment of Case 2024-812 be dismissed.

Moved by Mr. Pickren and seconded by Mr. Dugas. The motion was carried by unanimous vote.

d. Inspection Report

April Howe reported as of November 10, 2025, there have been 116 inspections completed so far in 2025.

c. Office of Disciplinary Counsel (ODC) Report

Mrs. Davis reported as of November 5, 2025, there are 74 open cases of which 18 are pending hearings and agreements, 0 pending closure, 0 appeals, and 8 have been closed since the last report.

e. Board Executive Report

Mrs. Wade reported there are currently 6,970 active broker-in-charge licensees; 4,799 active broker licensees; 33,666 active associate licensees; 1,556 active property manager-in-charge licensees; and 2,054 active property manager licensees. The Commission was also presented the totals for timeshare salesperson registrants, real estate or property management office registrations, and initial application volume from 2015 to present.

The Commission's current account balance as of September 30, 2025, is \$5,364,592.13. The Cash balance report for the Education and Research Fund as well as the Timeshare Recovery Fund were included in the meeting materials.

Staff going through the ReLAES system and doing a routine clean-up of records in preparation for next year and 2026 renewals. Mrs. Middleton is also working diligently on her auditing processes for Education courses.

Mrs. Wade also reminded Commissioners to respond to Mrs. Brown's email in reference to DMV commissioner's plates/tags.

OLD BUSINESS

a. Inspection forms/Processes- Meredith Buttler and David Burnett

Mr. Burnett spoke with Mrs. Buttler and Mrs. Stillwell. Believes there may be clarification needed for previous Commission directive regarding the recently revised inspection forms. He wants to recommend an update for the inspector process of requesting certain information to verify Escrow and attorneys. Mrs. Buttler discussed with Inspections team/staff/Legal and inspectors will pull 2-3 if any inspections note escrow held outside of brokerage. Ms. Buttler has concerns that no statutes state we can obtain certain information. She also explained that it is beneficial to obtain more data to prove any concerns or if Regulations/statutes are needed based off data received. Mr. Pickren stated that parties are responsible for having that info.

now, so how is a licensee ensuring it is there? Pickren and Dugas explained the typical attorney process for escrow funds. Stillwell stated inspectors already asking for this documentation. Howe informed inspectors moving forward to request 2-3 pending files if escrow to outside party- can open complaint if information cannot be provided. Rinehart requested best practice guidance document for the proper evidence that ensures escrow. Moskowitz suggestion include dollar amount when inspectors make comments regarding escrow discrepancies, Mrs. Howe stated the inspectors can do that. Conclusion- Form not changing at this time to give a year to get data in order to present to legislature in order to prove statute needed in this capacity.

e. Open Houses Hosted by Licensees Supervised by Different BICs within the Same Brokerage- Brandy Duncan

Mrs. Duncan presented two different guidance documents on this topic in order to gain clarification of which guidance document the Commission believes is the correct direction and contains correct information regarding this topic.

Motion: To approve and publish the guidance document that states the practice of allowing a supervised licensee to hold an open house for another licensee within the same brokerage, but not within the same BIC supervision, is not permissible under the Real Estate Practice Act.

Moved by Mr. Pickren and seconded by Mrs. Mitchell. The motion carried by a vote of 5 in favor to 4 opposed.

NEW BUSINESS

a. Clarification of SC Code Ann. §40-57-50 – Brandy Duncan and David Burnett

Mr. Burnett requested clarification of Commission rules and the procedures of running meetings and setting agendas. Mrs. Buttler provided documentation of past motions and clarifications, to be used as guidance should anything regarding this topic come again. Mr. Rinehart reminded the Commissioners that the commissioner college classes through ARELLO would be extremely helpful.

b. Required language for SC Real Estate Contracts and Agreements- Brandy Duncan and Erica Wade

Mrs. Duncan and Mrs. Wade presented the current existing required language for contracts and agreements document that staff recommending updating. The updated document to include adding a section 4 regarding language for disclosure of license status in a personal or beneficial transaction involving real estate. Mr. Pickren suggested asking for SCR input and suggestions. Mrs. Duncan stated that the recommendation to include the language in section 4 is a suggestion in order for licensees to cover all bases.

Motion: To not include the addition of section 4 and to keep the Required Language for SC Real Estate Contracts and Agreements document as is.

Moved by Mr. Lee and seconded by Mr. Dugas, the motion carried by unanimous vote.

c. Discussion of Acceptable Documents to Demonstrate Proof of Ownership- David Burnett
Mr. Burnett inquired if the Commission would be interested in a guidance document or an internal document for inspectors that provides a list of acceptable documentation to demonstrate proof of ownership for real property. Mrs. Buttler agreed that a list of documents that the licensee/inspector can use so they know what is and isn't acceptable is beneficial. The Commission agreed to table this topic for another meeting. In the meantime, Commissioners are to e-mail their thoughts/ suggestions on the matter to Mrs. Wade.

PUBLIC COMMENTS

Mr. Lee asked Mrs. Buttler if it was possible for LLR to keep a public library of the board meeting youtube videos. Mrs. Buttler reported that she was advised by higher ups that LLR could not do this as it would pose security issues and that there could be issues with the videos themselves. Staff agrees this would be beneficial for the public but cannot make this decision. Mrs. Buttler stated that if any of the Commissioners need a link to a particular meeting recording, that staff can have direct link sent to Commissioners or anyone asking for specific links.

ADJOURNMENT

Motion: To adjourn.

Moved by Mr. Pickren and seconded by Mr. Moskowitz. The motion carried by unanimous vote.

The meeting adjourned at 2:37pm.