



**North Dakota Real Estate Commission Meeting – in-person & virtual  
8:30 a.m., Thursday, February 12, 2026, NDREC office**

To join the meeting by Microsoft Teams: See below.

For more information on the meeting, call 701.328.9737, or see [www.realestatend.org](http://www.realestatend.org)

NDREC office is at 1120 College Dr Ste 204, Bismarck ND 58501

| Meeting notice and DRAFT agenda as of 2.10.2026                        | approximate time |
|------------------------------------------------------------------------|------------------|
| 1. Call to order, roll call and determination of quorum, introductions | 8:30 a.m.        |
| 2. Review and approval of agenda                                       | 8:35 a.m.        |
| 3. Review of applicants                                                | 8:35 a.m.        |
| A. Sara Reese                                                          |                  |
| B. Adam Lowe                                                           |                  |
| C. Tanner Burg                                                         |                  |
| D. Brianne Miller                                                      |                  |
| 4. Update on complaints                                                | 9:05 a.m.        |
| A. 2025-01 – Edwin Aybar Lopez v. Nicholas Nymark – verbal update      |                  |
| B. 2025-04 – Todd Kadrmas v. Sarah Claeys – memo                       |                  |
| C. 2025-07 – Kathleen Hansen v. DelRae Zimmerman – memo                |                  |
| 5. Update from management                                              | 9:50 a.m.        |
| A. Admin Rules                                                         |                  |
| B. Policies/procedures – request to expunge                            |                  |
| C. CPA/Auditor                                                         |                  |
| D. CE audit                                                            |                  |
| E. Trust account waivers                                               |                  |
| F. Trust account audits                                                |                  |
| G. License numbers                                                     |                  |
| H. Next meetings                                                       |                  |
| 6. Financial reports – October through December 2025                   | 10:50 a.m.       |
| 7. Minutes – October 30, 2025 and December 12, 2025                    | 10:55 a.m.       |
| 8. Other – next meeting – March 26, 2026                               | 10:55 a.m.       |
| Adjourn                                                                | 11:00 a.m.       |

**Microsoft Teams meeting**

**Join:** <https://teams.microsoft.com/meet/24492312428998?p=4B1wEKKYXZrlhJiP0y>

Meeting ID: 244 923 124 289 98

Passcode: oE62N2pt

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**Dial in by phone**

[+1 701-328-0950](tel:+17013280950), [123454924#](tel:+17013280950) United States, Bismarck

[Find a local number](#)

Phone conference ID: 123 454 924#

**Join on a video conferencing device**

Tenant key: [teams@join.nd.gov](mailto:teams@join.nd.gov)

Video ID: 111 881 392 1

[More info](#)

Members of the North Dakota Real Estate Commission are: Sandra Meyer, chair; Steven Bitz, vice chair; members: Steven Link, Tate Cymbaluk, Scott Breidenbach. Staff participating: Jeanne Prom, executive director; Cieana Schneider, licensing specialist. David Phillips, legal counsel.