

July 11, 2019

REAL ESTATE APPRAISER BOARD MINUTES

There was a meeting of the Real Estate Appraiser Board on July 11, 2019. The following were present: Lamprey, Martin, Griffin and Macagba. Also present were OPLC staff member Dawn Couture and Rick Wisler. Not present was Board member Sherman. Board member Schubert arrived late.

1. Call to order – 9:00 a.m.

2. Interview/meeting/hearing –

- a. Kristi Klamet and Denise Graves from the Appraisal Subcommittee gave a brief description of what the ASC is, what they do within the ASC, their history of being with the ASC and they explained the compliance review process. Kristi mentioned that they no longer go over preliminary findings during the Board meeting. Preliminary findings are now discussed with the Board administrators at the final closing of the compliance review.

3. Reading and approval of the minutes of the June 7, 2019 meeting – Board member Griffin made a motion which was appropriately seconded by Board member Schubert to approve the public minutes as written. The motion passed unanimously.

4. Communications –

5. Unfinished Business –

- a. Change in the *de minimus* threshold for Federally Related Transaction appraisals – Per request of the Board, to be kept on the agenda in case of any future updates – Board member Schubert informed the Board of a letter he recently received from an licensed certified general appraiser expressing concerns regarding evaluations and that the Board may want to consider a rule change to allow licensed and certified appraisers to provide evaluations that do not have to meet USPAP requirements. Board member Lamprey asked if the ASC has become aware of more states coming forward with adopting any statute or rule changes with allowing evaluations. The ASC does not track that type of information therefore they did not comment on a specific number; it is all up to the State's board to decide.
Board member Lamprey asked OPLC staff if anyone from congress had responded to the Board's letter, sent March 15, 2019, regarding the Board's concern with the increased threshold. Staff member Couture informed the Board that no response has been received. Board member Schubert made a motion which was appropriately seconded by Board member Griffin to send a follow up letter and to include Mr. Bunton's testimony. The motion passed unanimously.

6. New Business –

- a. Upon the motion of Schubert and the second of Macagba, the Board voted by roll call vote, to conduct a non-public session for the purpose of discussing pending investigations and noting that such a non-public session is authorized by RSA 91-A:3, II (c) & (j), RSA 91-A:5, IV, Lodge v. Knowlton, 11 N.H. 574 (1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.

6. New Business, Continued –

- b. Upon the motion of Martin and Schubert, the Board by roll call vote resumed public session.
- c. Upon the motion of Griffin and the second of Martin, the Board, by roll call vote, resolved to withhold the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A:3, III on the grounds that public disclosure would be likely to render the proposed action ineffective. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.
- d. President of The Appraisal Foundation, David Bunton’s Congressional Testimony – Noted. The Board held a brief discussion.
- e. Final Proposal on AMC rules – Board member Martin made a motion which was appropriately seconded by Board member Griffin to accept the amended final adoption of Rab 306.01 and Rab 308.01 effective 12:01 a.m. July 17, 2019. The motion passed unanimously.
- f. Courses for Approval – Board member Martin made a motion which was appropriately seconded by Board member Schubert to approve the following courses with amended corrections listed below. The motion passed unanimously.

Course Title	Provider
Case Study in Appraising Green Residential Buildings	Appraisal Institute
Online- Small Hotel/Motel Valuation	Appraisal Institute
Rural Area Appraisal: Freddie Mac Guidelines & Property Eligibility Requirements	Appraisal Institute
Online- Using your HP-12C Financial Calculator	Appraisal Institute
Commercial Cost Approach Certification	CoreLogic (formerly Marshal & Swift)
Basic Construction Review	Hondros
Residential Property Inspection for Appraisers	McKissock
The Income Approach: An Overview	McKissock
Understanding Limited Service Hotels: The Basics of Hotel Appraising	McKissock
Understanding Owner Occupied Properties: A guide to Commercial Appraisers	McKissock

- g. Provider McKissock has asked the Board to retroactive the course “Basic Hotel Appraising” for appraiser Timothy Willis, who was randomly selected for the June 2019 continuing education audit. The course had previously expired when Mr. Willis had taken it and McKissock did not realize that the course had not been renewed. Board member Lamprey made a motion which was appropriately seconded by Board member Schubert to retroactive the above course for only Timothy Willis; however Mr. Willis will need to pay the renewal late. The motion passed 3-1. Board member Macagba was not present and did not vote.
- h. Date and time of next meeting – *Friday, September 6, 2019 @ 9:00 a.m.*

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8. Adjournment – Board member Griffin made a motion which was appropriately seconded by Board member Martin to adjourn at 10:30 a.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Dawn Couture".

Dawn Couture
Supervisor II