

January 10, 2020

## REAL ESTATE APPRAISER BOARD MINUTES

There was a meeting of the Real Estate Appraiser Board on January 10, 2020. The following Members were present: Sherman, Martin, Schubert, Griffin and LeMay. Also present were OPLC Staff Member Dawn Couture and Rules Attorney Tom Broderick. Board Member Macagba arrived late.

**1. Call to order** – 9:05 a.m.

**2. Interview/meeting/hearing** – None.

**3. Reading and approval of the minutes of the November 1, 2019 meeting** – Board Member LeMay made a motion which was appropriately seconded by Board Member Griffin to approve the public minutes as written. The motion passed unanimously. Board Member Macagba was not present and did not vote.

**4. Communications** – None.

**5. Unfinished Business** –

- a. Change in the *de minimus* threshold for Federally Related Transaction appraisals – Mr. Shea's Report on Evaluations vs. Appraisals was emailed to the Congressional Delegates. Noted.
- b. Letter from DOT's certified appraisers – Re: Experience hours – The Board held a brief discussion regarding the response received from IRWA. Tabled.

**6. New Business** –

- a. Upon the motion of Board Member Macagba and the second of Board Chair Sherman, 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.
- b. Upon the motion of Board Member Griffin and the second of Board Chair Sherman, the Board by roll call vote resumed public session.
- c. Upon the motion of Board Chair Sherman and the second of Board Member LeMay, 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. RSA 15-A Statement of Financial Interest – All Board members present completed and submitted their 15-A form.

**6. New Business, Continued –**

- e. Discussion of Administrative Rules Rab 300 – Board Chair Sherman made a motion which was appropriately seconded by Board Member Griffin to create a subcommittee of 2 or more Board Members to review the administrative rules for possible changes. Board Chair Sherman appointed Board Member Schubert, Board Member Martin and Board Member LeMay as members of the committee. The subcommittee shall have a draft prepared for the March 6<sup>th</sup> meeting. The motion passed unanimously. Attorney Broderick was present.
- f. Courses for Approval – Board Member Schubert made a motion which was appropriately seconded by Board Member Martin to approve the following courses.

<b>Course Name</b>	<b>Provider</b>
15 Hour National USPAP Course ( A113)	ASFMRA
Basic Warehouse Appraising	American Society of Appraisers
Appraisal Review and Management Application and Report Writing	American Society of Appraisers
Construction Details; From Concept to Completion	Calypso Continuing Education
Environmental Hazards Impact on Value	Calypso Continuing Education
2020-2021 USPAP Update	Dynasty School
2020-2021 7 Hour Equivalent USPAP Update Course	Hondros College of Business
Defensible Appraising	Hondros College of Business
FHA and VA Today	Hondros College of Business
415 USPAP and the Yellow Book: A Guide to Understanding their Relationship	International Right of Way Assoc.
2020-2021 15 Hour National USPAP Course	JMB Real Estate Academy
Appraising Green Residences	JMB Real Estate Academy
2020-2021 15 Hour National USPAP Course	MBREA
Appraising REO Properties	McKissock
Desktop Appraisal Assignments: An Overview	McKissock
Residential Report Writing: More Than Forms	McKissock
Supervisor-Trainee Course for New Hampshire	McKissock
That's a Violation: Appraisal Standards in the Real World	McKissock
2020-21 7 Hour National USPAP Course	North Central School
Better Safe Than Sorry	North Central School
FHA Property Analysis	North Central School
Performing USPAP Compliant Appraisal Reviews	North Central School

**6. New Business, Continued** –

- f. Courses for Approval, continued – Board Member Schubert made a motion which was appropriately seconded by Board Member Martin to approve the following courses.

Course Name	Provider
Cost Approach Overview	OnCourse Learning Real Estate
2020-2021 7 Hour National USPAP Course	Sawyer Educational Services
Considerations for Green Home Appraisals	Sawyer Educational Services
2020-2021 7 Hour National USPAP Course	Vermont Association of Realtors

- g. Date and time of next meeting – *Friday, March 6, 2020 @ 9:00 a.m.*

**8. Adjournment** – Board Chair Sherman made a motion which was appropriately seconded by Board Member Griffin to adjourn at 10:15 a.m. The motion passed unanimously.

Respectfully Submitted,



Dawn Couture  
Supervisor II