

## REAL ESTATE APPRAISER BOARD MINUTES

There was a meeting of the Real Estate Appraiser Board held on August 21, 2020. Due to the current State of Emergency around the COVID-19 Health Advisory, this meeting was held via teleconference under the Governor's Emergency Order #12 Pursuant to Executive Order 2020-04. The following Board Members were in attendance via telephone/video: Schubert, Correnti, Macagba, Griffin and LeMay. Also in attendance via teleconference was OPLC Staff Member Dawn Couture and OPLC Attorney Mike Porter. Not in attendance was Board Chair Sherman.

**1. Call to order** – 9:09 a.m.

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

**3. Reading and approval of the minutes of the June 12, 2020 meeting** – Board Member Griffin made a motion which was appropriately seconded by Board Member Macagba to approve the public minutes as written. The motion passed unanimously by roll call vote from each Board Member.

**4. Reading of Communications** –

- a. Mark Correnti, Appraisal Foundation update – Board Member Correnti was appointed to the State Regulatory Advisory Committee of the Appraisal Foundation and recently attended his first conference with the committee. Board Member Correnti informed the Board of various topics that were discussed. The Board looks forward to future updates from Member Correnti.

**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.
- b. Letter from DOT's certified appraisers – Re: Experience hours – Tabled
- c. Draft Proposal on Administrative Rules – Tabled

**6. New Business** –

- a. Upon the motion of Board Member Correnti and the second of Board Member LeMay, 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 Correnti and the second of Board Member Macagba, the Board by roll call vote resumed public session.

**6. New Business, Continued –**

- c. Upon the motion of Board Member LeMay and the second of Board Member Correnti, 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. Letter from MBREA Regarding qualifying education requirement – The Board held a discussion. Board Member Correnti made a motion which was appropriately seconded by Board Member LeMay to amend paragraph 2 of the current standing order to include the word qualifying. The motion passed unanimously by roll call vote from each Board Member.
- e. Email from Lance Goodwin Re: continuing education requirements for 2021 renewals – The Board had a discussion. In accordance with Exhibit H, I, 2 of Emergency Order #29 licensees allowed to take continuing education via remote learning in order to renew shall expire on December 31, 2020.
- f. Courses for Approval – Board Member LeMay made a motion which was appropriately seconded by Board Member Macagba to approve the following courses as presented. The Appraisal Institute has asked the Board to retroactive course “General Report Writing” due to a miscommunication. Board Member LeMay made a motion which was appropriately seconded by Board Member Correnti to retroactive this course only. The motion passed unanimously by roll call vote from each Board Member.

<b>Course</b>	<b>Provider</b>
Appraising Ag Facilities: Swine Confinement Seminar	ASFMRA
Integrated Approaches to Value	ASFMRA
National Best Practices for Rural Property Appraisal Seminar	ASFMRA
Appraising Condominiums Co-Ops and PUD's - <b>Online</b>	Appraisal Institute
Basic Appraisal Principles - <b>Online</b>	Appraisal Institute
Basic Appraisal Procedures - <b>Online</b>	Appraisal Institute
Business Practices and Ethics Synchronous - <b>Online</b>	Appraisal Institute
General Appraiser Report Writing & Case Studies	Appraisal Institute
Rapid Response: Market Analysis in Volatile Markets	Appraisal Institute
Supervisory Appraiser Trainee Appraiser Synchronous - <b>Online</b>	Appraisal Institute
Tightening the Appraisal	Appraisal Institute MA & RI
Basic Appraisal Principles	MBREA
Residential Site Valuation and Cost Approach	MBREA
Appraisal of Industrial and Flex Buildings - <b>Online</b>	McKissock
Appraisal of Industrial Incubators - <b>Online</b>	McKissock
Intermediate Income Approach Case Studies for Commercial Appraisers - <b>Online</b>	McKissock

**6. New Business, Continued** –

- g. Courses for Approval – Board Member LeMay made a motion which was appropriately seconded by Board Member Macagba to approve the following courses as presented. The Appraisal Institute has asked the Board to retroactive course “General Report Writing” due to a miscommunication. Board Member LeMay made a motion which was appropriately seconded by Board Member Correnti to retroactive this course only. The motion passed unanimously by roll call vote from each Board Member.

<b>Course</b>	<b>Provider</b>
A Practical Guide to Appraising Manufactured Homes - <b>Online</b>	The Columbia Institute
FHA and VA Today - <b>Online</b>	The Columbia Institute
Fundamentals of Appraising New Homes	The Columbia Institute
Sales Comparison: A Fresh Approach - <b>Online</b>	The Columbia Institute
Introduction to Commercial Appraisal Review - <b>Online</b>	McKissock
Limited Scope Appraisals and Appraisal Reports: Staying Compliant and Competitive	McKissock
The Appraisal of 2-4 Unit Properties	McKissock
Basic Construction Refresher	Sawyer Educational Services

- h. Date and time of next meeting – ***Friday, October 16, 2020 @ 9:00 a.m.***

**8. Adjournment** – Meeting adjourned at 11:09 a.m.

Respectfully Submitted,



Dawn Couture  
Supervisor II