

December 21, 2017

REAL ESTATE APPRAISER BOARD MINUTES

There was a meeting of the Real Estate Appraiser Board on December 21, 2017. The following were present: Sherman, Schubert, Martin, St. Germain and Griffin. Also present were staff members Division Director Capuchino, Future Division Director Shoemaker, Dawn Couture and Bobbie Carter. Not present were Dupuis and Lamprey.

1. Call to order – 9:03 a.m.

2. Interview/meeting/hearing – Division Director Linda Capuchino informed the Board that she would be leaving the OPLC in January and returning to the Department of Safety. She introduced the Board to Joseph Shoemaker, who will be taking over the as the Technical Division Director.

3. Reading and approval of the minutes of the November 3, 2017 meeting – Moved, seconded and voted unanimously to accept the public minutes as written.

4. Communications – General –

- a. Fourth Exposure Draft of Proposed Changes to the Real Property Appraiser Qualification Criteria – Noted.
- b. National requirements for States to enter AMCs on the AMC registry – States have to report the AMC's to the ASC as of August 10, 2018. – Noted.
- c. Extension of Implementation Period for State Registration and Supervision of Appraisal Management Companies (AMC) – Noted.

5. Communications – Board Action –

- a. RSA 15-A Statement of Financial Interest – All Board members present completed and submitted their 15-A forms.
- b. Email Requests from Kathy Gosselin Re: Help with finding a course to fulfill her disciplinary order – Staff to reply that the Board's own cursory research shows that there are courses readily available.

6. Unfinished Business –

- a. Discussion on administrative Rules prior to submitting initial proposal to JLCAR – Moved, seconded and voted unanimously to ask Attorney Lamberti to file the rules with JLCAR and to schedule the public hearing for February 9, 2018 at 9:30 a.m.

7. New Business –

- a. Upon the motion of Sherman and the second of Schubert, 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 Schubert and the second of Griffin, the Board by roll call vote resumed public session.
- c. Upon the motion of Griffin and the second of Schubert, 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. Courses for Approval – Moved, seconded and voted unanimously to approve.
- e. Date and time of next meeting – *Friday, February 9, 2018 at 9:00 a.m.*

8. Adjournment – 9:52 a.m.

Respectfully Submitted,



Bobbie Carter
Program Specialist II