



# Real Estate Appraiser Public Meeting Minutes

Real Estate Appraisers Board  
Oct 20, 2023 at 9:00 AM EDT  
@ 7 Eagle Square Concord NH

## **Attendance**

### **Present:**

Members: Andrew LeMay, Charles Schubert, Patricia Sherman, Jonathan Wood

Guests: Tina Kelley-Rules Coordinator, Rahkiya Medley-Board Counsel, Brenda Rines-Board Administrator

### **Absent:**

Members: Justin Macagba

#### I. Call to Order

Chair, P. Sherman called the meeting to order at 9:00 am

#### II. Approval of Public Minutes - September 5, 2023

##### **Motion:**

Upon a motion J. Wood and seconded by C. Schubert to approve the minutes as submitted. Motion passed, P. Sherman abstained.

#### III. Rules Review and Other Legislative Topics

##### A. Legal Counsel on legislative updates

##### B. Tina Kelley - Rules Coordinator

###### 1. RAB 100

##### **Motion:**

Upon a motion by J. Wood and seconded by A. LeMay to adopt Rab 100. Motion passed unanimously.

###### 2. RAB 200

##### **Motion:**

Upon a motion by A. LeMay and seconded by P. Sherman to adopt Rab 200. Motion passed unanimously.

###### 3. RAB 300

Tabled until December 15, 2023 board meeting.

4. RAB 400

**Motion:**

Upon a motion by C. Schubert and seconded by A. LeMay to adopt Rab 400. Motion passed unanimously.

5. RAB 500

**Motion:**

Upon a motion by A. LeMay and seconded by C. Schubert to adopt Rab 500. Motion passed unanimously.

IV. New Business

A. Courses for approval

Provide the course matrix along with the course material presented to OPLC for review.

1. McKissock, LP

a. Bifurcated and Hybrid Appraisals

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

b. Fundamentals of Expert Witness Testimony

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

2. NH Dept of Revenue

**Motion:**

Upon a motion by C. Schubert and seconded by A. LeMay for course provider to provide a course outline to review at the next board meeting on December 15, 2023. Motion passed, P. Sherman abstained.

3. Appraisal Institute

a. Online Cool Tools: New Technology for Real Estate Appraisers

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

- b. Online Appraising Automobile Dealerships

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

- c. NH-Condensation Appraising Principles and Applications

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

- d. NH-Online Reviewing Residential Appraisals and Using Fannie Mae Form 2000

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

- e. Fundamentals of Separating Real Property, Personal Property and Intangible Assets

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

- f. Advanced Residential Applications and Case Studies

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

- 4. CE Shop

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

- 5. Appraiser E-Learning

Flash drive was provided with course documentation

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

6. JMB Real Estate Academy

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

7. LeMay School of Real Estate - George LeMay

a. 2024-2025 National USPAP Course

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to approve the course. Motion passed, P. Sherman abstained.

B. 2024 Meeting Dates

Public: Third Friday every other month 9:00 AM - 12:00 PM

Board Administrator, Brenda Rines, to provide the 2024 Appraiser Board Meeting schedule to approve on at the next board meeting on December 15, 2023

V. Non-Public Session

Non-public session, conducted for the purpose of discussing investigations of alleged licensee misconduct and other confidential Board business. Such a non-public session is authorized by RSA 91-A:3, II (c) & (e), RSA 91-A:5, IV, *Lodge v. Knowlton*, (1978), and the Board's executive and deliberative privileges.

**Motion:**

Upon a motion by P. Sherman and seconded by C. Schubert to enter into a non-public session. Motion passed by roll call vote at 9:57 am.

VI. Resume Public Session

Resumed public session at 11:20 am

VII. Seal the Minutes of the Non-Public Session

Minutes of the non-public session are sealed to maintain the privacy of the items discussed in non-public session pursuant to RSA 91-A:3, II (c), on the grounds that public disclosure may adversely affect the reputation of a person other than a Board member or render the proposed action ineffective.

**Motion:**

Upon a motion by J. Wood and seconded by C. Schubert to seal the minutes of the non-public session. Motion passed by roll call vote at 11:20 am

VIII. Adjournment - Next Board Meeting December 15, 2023

Meeting adjourned at 11:44 am