

Vermont Board of Real Estate Appraisers
Corner of State Main in the City Center
89 Main Street
3rd Floor
Montpelier, VT 05602

December 3, 2014 at 9:00 a.m.

Minutes

Members and Staff Present: George Sargeant, Robert Wernecke, Kurt Kaffenberger, Linda Retchin, Amy McClellan, Dawn Loring by phone, Judith Griffen, Colin Benjamin and Peter Comart.

Public present: Todd Rivard, Maretta Hostetler, David Towers and John Rogers Jr.

1. **Called meeting to order at 9:04 a.m.**
2. **Approved October 1, 2014 minutes**
3. **Case Manager Report – Carla Preston**
There are 11 open cases at this time.
4. **Hearing/Stipulation**
2013-759 – Stipulation and Consent Order – John P. Rogers Jr. – A motion was made and seconded to approve the Stipulation and Consent Order as written. All were in favor. The motion carries.
5. **Motions**
The Board went into deliberative session to discuss Brett K. Schermerhorn 2013-758 – Respondent’s Motion for Stay and Respondent’s Motion to Amend Judgment and the State’s Opposition to Respondent’s Request for a Stay and Respondent’s Motion to Amend Judgment.
6. **Applications:**
Terence Farmer – Reinstatement – approved
The Board agreed that reinstatements can be approved by Judith in the future and no longer needs Board approval.
7. **Discussion Items:**
 - a. Peter gave an update on Background checks/fingerprinting. At this time this is still in the process and will take some more time to implement.
 - b. AQB orientation program was discussed by the Board. Since there are now course providers that are administering this course the Board will no longer be implementing their own course in the future unless needed.
 - c. CE approval work sheet will be reviewed and changes will be made by Kurt. This will then come back to the Board for further discussion.
 - d. Review of §3319a. Appraiser Trainee Registration – specifically direct supervision was discussed at length. The Board and Board Council agrees that this has been changed. It is their understanding that the office will be following the Real Property Appraiser Qualifications Criteria for all new applicants. All rule changes will be completed when possible. A motion was made and seconded to add to the Website a clarification on trainee supervision and to notify all licensees that Vermont will be following the Real Property Appraiser Qualifications Criteria as stated in the Statute. The motion carried.
 - e. Application approvals before January 1, 2015 will be done via email and added to the next agenda as requested by the Board.
 - f. Election of Officers, George Sargeant is Chair, Kurt Kaffenberger is Vice Chair and Robert Wernecke is Secretary.

8. Education courses for review

Appraisal Institute

Online 15-Hour National USPAP Equivalent Course for 14/CE & 15/QE – AQB approved – **expires 12-31-15**
Supervising the Trainee Appraiser: National Regulations & Responsibilities for 4/CE – approved – **expires 12-3-16**

Massachusetts Board of Real Estate Appraisers

Appraising Historic Properties for 7/CE – approved – **expires 12-3-16**
The Relocation Appraisal for 7/CE – approved – **expires 12-3-16**
Basic Appraisal Procedures for 28/CE & 30/QE – AQB approved – **expires 11-25-17**
Supervisory Appraiser/Trainee Appraiser Course for 4/CE – approved – **expires 12-3-16**
Understanding and Using Comparable Transactions for 7/CE – approved – **expires 12-3-16**

McKissock LP

The Dirty Dozen for 3/CE – AQB approved – **expires 12-20-17**
A Review of Disciplinary Cases for 3/CE – AQB approved – **expires 7-26-17**
Fundamental Concepts of Analysis for 7/CE – AQB approved – **expires 9-23-17**
Expert Witness for Commercial Appraisers for 12/CE – AQB approved – **expires 8-28-17**
Appraisal of Land Subject to Ground Leases for 7/CE – AQB approved – **expires 7-27-17**
Expert Witness Testimony: To Do or Not to Do for 7/CE – AQB approved – **expires 5-12-17**

Appraisal University

Site Analysis and Valuation for 7/CE – AQB approved – **expires 7-16-17**

American Society of Farm Managers & Rural Appraisers

15 Hour National USPAP for 14/CE & 15/QE – AQB approved – **expires 12-31-15**

9. FYI:

ASC Audit Review – Final

10. Adjourn

Next Meeting: February 4, 2014 at 9:00 a.m.