

**Vermont Board of Real Estate Appraisers**

National Life Building, North Fl 2

Montpelier, VT 05620-3402

November 4, 2009 at 9:00 a.m.

**Minutes**

**Present:** Amy Milne-Allen, Steve Rocheleau, , Ken Miner, Anne Bernhardt, Judith Griffen administrative assistant. **Absent:** Wayne Calderara

**Public Attendees:** Joel Magnuson, Kyle Arnold, Alex Cawley, Bill Stott, Karen Lemnah, Rosa Benoir, Bruce Lee and Ken Hubacher

1. **Called to order at 9:05 a.m.**
2. **Approved September 2, 2009 minutes**
3. **Status of Cases:**
4. **Disciplinary Action: None**
5. **Concluded Report:**  
REA 01-097 – I-team member, Ken Miner - approved  
REA 01-0908 – I-team member, Larry Martin – approved
6. **Applications for approval:**  
Kyle Arnold – upgrade to Certified Residential – approved  
Lisa Garcia - upgrade to Certified Residential - approved  
Linda Torrey - upgrade to Certified Residential – preliminarily denied  
Sean Sargeant - upgrade to Certified General – approved pending passing the exam and submitting a log with a description of work performed.
7. **Discussion:**
  - a. AMC Legislation and initiation of rule changes was discussed and some topics included:
    - AMC’s should include fee in the body of the appraisal report and not just in the invoice.
    - Report must include appraisers license number and AMC license number
    - AMC’s must be registered in order to work
    - Appraisers can not work for an unlicensed AMC to do federally regulated transactions
    - Report needs to state who the work is being done for which will include the client and the intended user
  - b. Newsletter update – The Board reviewed the draft and requested additional information be added. Judith with add and resubmit to the Board via email for final approval.
  - d. Mandating continuing education courses for renewal was briefly discussed but will be added to the next agenda.
  - e. 1:00 p.m. Orientation class
  - f. Audits were reviewed and Judith will send letters to anyone who was not in compliance.
8. **FYI:**
  - a. Pre-Exposure of Voluntary Disciplinary Action Matrix
9. **Adjournment 3:20 p.m.**
10. **Next Meeting: January 6, 2010 at 9:00 a.m.,** at the National Life Building, North FL 2, Montpelier