

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

February 3, 2016 at 9:00 a.m.

**Minutes**

**Members and staff present:** George Sargeant by phone, Kurt Kaffenberger, John Waldo, Robert Wernecke, Judith Griffen, Lora Nielsen and Gabe Gilman. **Member Absent:** Dawn Loring.

1. **Called to order at 9:00 a.m.**
2. **Approved December 2, 2015 minutes**
3. **Case Manager Report – Carla Preston**  
There are 9 pending cases at this time.
4. **Discussion Items:**
  - a. Background checks were discussed in length. The Board agrees that the statute should be changed and Gabe should speak with the director to have 26 VSA §3314 be changed from Shall to may.  
  
Gabe also gave an update to the board on temporary licenses and how the office has been handling the lengthy time issues receiving the background checks from VCIC.  
  
Robert Wernecke made a motion to allow the Board to interpret 26 VSA §334(b)(5) to allow OPR licensing administrators discretion to deem checked and excuse from redundant check any applicant who has been background checked within the 2 years preceding his or her current application; provided that delayed return of the background information shall not excuse applicant from usual biennial renewal checks.

5. **Education courses for review**

**Appraisal Institute**

Advanced Market Analysis & Highest & Best Use for 32/CE & 35/QE – AQB approved – expires 1-24-19

Online Basic Appraisal Procedures for 28/CE & 30/QE - AQB approved – expires 6-1-16

Online General Appraiser Sales Comparison Approach for 27/CE & 30/QE - AQB approved – expires 6-1-16

Online Basic Appraisal Principles for 28/CE & 30/QE - AQB approved – expires 6-1-16

Online Real Estate Finance, Statistics & Valuation Modeling for 14/CE & 15/QE - AQB approved – expires 6-1-16

Business Practices & Ethics for 4/CE – AQB approved – expires 2-11-19

Advanced Income Capitalization – Synchronous for 32/CE & 35/QE – AQB approved – expires 2-18-19

Online AI's Cool Tools: New Technology for Real Estate Appraisers for 7/CE – AQB approved –

expires 11-28-18

**Individual Request – Michelle Christie**

FHA Gen. Requirements, Reporting, Property & Valuation Analysis for 7/CE– approved

**McKissock, LP**

Relocation Appraisal and the ERC Form for 6/CE – AQB approved – expires 2-18-19

2016-2017 15 Hour National USPAP for 14/CE & 15/QE - AQB approved – expires 12-31-17

Basic Appraisal Procedures for 27/CE & 30/QE - AQB approved – expires 2-15-19

Basic Appraisal Principles for 27/CE & 30/QE - AQB approved – expires 2-10-19

**OnCourse Learning dba Career WebSchool**

2016-2017 15 Hour National USPAP for 14/CE & 15/QE - AQB approved – expires 12-31-17

**Individual Request (John Minor)**

General Demonstration Report – Capstone Program for 48/CE – denied, see reason below.

This course is not an actual course or seminar, but rather a program meant to guide students through their demonstration of knowledge assignment for their MAI designation. It's essentially a structured 73 day timeline for finishing the report and we are told 100% attendance is optional, depending on how much assistance is needed. There are not instructors, only program facilitators to help students as they create their report. There are no AI CE credits given by the Appraisal institute and this course is not submitted to any of the states for CE credit. This information was gathered by Kurt Kaffenberger through Dan Doepke, state certification supervisor with the Appraisal Institute

**Individual Request (Justus DeVries)**

Conservation Easement Valuation Workshop for 5/CE – approved

**6. FYI:**

a. ASC audit review August 1-3, 2016

**7. Adjourn**

**Next Meeting: April 6, 2015 at 9:00 a.m.**