

**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

December 2, 2015 at 9:00 a.m.

**Minutes**

**Members and staff present:** George Sargeant, Kurt Kaffenberger, John Waldo, Robert Wernecke, by phone Dawn Loring, Judith Griffen, Lora Nielsen and Peter Comart. **Public members present:** Gosia Borzyn.

**1. Called meeting to order at 9:07 a.m.**

**2. Approved October 7, 2015 minutes**

**3. Case Manager Report – Carla Preston**

There are 8 pending cases at this time.

**4. Discussion Items:**

- a. The Vermont Criminal Information Center through the Federal Bureau of Investigations has issued approval that the Board can indeed require background checks for all applicants that will renew. The Board will proceed during this renewal cycle to require all applicants that wish to renew to receive a background check. Notices will go out early.

Judith Also brought up that the background checks are delaying the temporary practice permits by 4-6 weeks. This was reviewed by the Board and Larry Novins and at this time there is no way around this for temporary licenses.

- b. The budget was reviewed and at this time the Board will wait until after renewal to see if they will need to decrease the fees in the future. This will be reviewed again around the same time next year.

**5. Education courses for review**

**American Continuing Education Institute dba Calypso Continuing Education**

A Brief Stroll Through America's Architecture for Appraisers for 7/CE – approved – expires 12-2-2017

FHA Site Inspection for Appraisers for 7/CE – approved – expires 12-2-2017

Environmental Hazards Impact on Value for 7/CE – additional information was needed for approval.

The Board has voted to grant approval/denial via email once all information has been reviewed.

**Appraisal Institute**

2016-2017 15-Hour National USPAP Course for 14/CE & 15/QE – AQB approved – expires 2-31-17

2016-2017 7-Hour National USPAP Course for 7/CE – AQB approved – expires 12-31-17

Advanced Concepts & Case Studies – Synchronous for 37/CE & 40/QE – AQB approved – expires 7-26-18

General Appraiser Market Analysis & Highest & Best Use for 28/CE & 30/QE - AQB approved – expires 12-31-18

Online Eminent Domain & Condemnation for 7/CE - AQB approved – expires 10-1-18

**Massachusetts Board of Real Estate Appraisers**

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

Advanced Residential Application & Case Studies for 14/CE & 15/QE - AQB approved – expires 12-1-15

Residential Appraiser Review for 7/CE – approved – expires 12-2-2017

Better to be Safe than Sorry for 7/CE - AQB approved – expires 5-6-18

FHA Property Analysis for 7/CE - AQB approved – expires 7-19-18

**McKissock, LP**

2016-2017 7-Hour National USPAP Course for 7/CE – AQB approved – expires 12-31-17  
(classroom and distance)

Appraising Small Apartment Properties for 6/CE – AQB approved – expires 8-24-18

Adjustments: Supported or Not Supported? For 5/CE – AQB approved – expires 8-26-18

Residential Sales Comparison & Income Approach for 27/CE & 30/QE – AQB approved – expires 12-3-18

Strange But True: Appraising Complex Residential Properties for 7/CE – AQB approved – expires 7-26-18

Appraisers: How to Recognize & Avoid Mortgage Fraud for 7/CE AQB approved – expires 8-24-18

Exploring Appraiser Liability for 7/CE - AQB approved – expires 7-26-18

**American Society of Farm Managers and Rural Appraisers**

2016-2017 7-Hour National USPAP Course for 7/CE – AQB approved – expires 12-31-17

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

**Brooks Real Estate Services LLC**

2016-2017 7-Hour National USPAP Course for 7/CE – AQB approved – expires 12-31-17

**Calypso Continuing Education**

Amy McClellan as an instructor for 3 courses already approved. The Board reviewed instructor qualifications and approved Amy McClellan as an instructor for Calypso Continuing Education.

**6. FYI:**

- a. ASC audit review August 1-3, 2016
- b. Fall AARO conference summary – Kurt Kaffenberger

**7. Adjourn**

**Next Meeting: February 3, 2015 at 9:00 a.m.**