

## **Vermont Board of Real Estate Appraisers**

National Life Building, North Fl 2  
Montpelier, VT 05620-3402

January 5, 2011 at 9:00 a.m.

### **Minutes**

**Member Present:** Ami Milne-Allen, Heidi Urish, Steve Rocheleau, Robert Wernecke

**Staff Present:** Terry Gray, Judith Griffen, Carla Preston and Larry Novins

**Members absent:** Anne Bernhardt, Linda Retchin

1. **Called to order at 9:02 a.m.**
2. **Approved November 3, 2010 minutes**
3. **Status of Cases: 13 Cases open – 2 have a stipulation and consent before the Board today – 4 are pending I-Teams and the remaining 7 are under investigation at this time.**
4. **Disciplinary Action:**
  - a. **2009-117/2010-90 – Charles Bolton – Stipulation and Consent – Team member, Ami Milne-Allen**  
Gregg Meyer, prosecuting attorney, was present and presented the Stipulation and Consent order to the Board. The Respondent was not present. The deciding members were Heidi Urish, Robert Wernecke, Steve Rocheleau and an ad hoc member Gary Kuron. Robert Wernecke motioned to approve the Stipulation and Consent order and Heidi Urish seconded the motion. The Board then went into deliberative session and in the session approved the Stipulation and Consent order.
5. **Concluded Report:** None
6. **Applications for approval:**

Matthew Stanton – upgrade to certified residential – approved  
Elizabeth Bayne – initial license as a certified general – approved
7. **Discussion:**
  - a. Email from Ashley Northrop regarding AQB proposed USPAP changes. The board does not need to revise there rules to accommodate the AQB's final decision because it is already in our laws that the Board will adopt all new criteria placed by the Appraisal Qualifications Board.
  - b. Discipline Matrix published by the Appraisal Foundation will be used as a guidance for disciplinary matters.
  - c. AARO Board member training manual will be used with the OPR training manual for Board members when it becomes available.
  - d. The board can and will give education credit for ad hoc members. The Credits can only be given once and only for up to 7 hours for each renewal cycle. This will be the same for anyone who attends a Board meeting.
  - e. Letter to AMCs regarding use of Registration #. The board would like to send a letter to all AMC's to remind them they will need to use there registration number on all correspondence in Vermont and that they will need to use the name registered as it is registered. Judith will send out the letter.
  - f. Spring AARO Conference will be attended by Ami and Steve.

- g. Disciplinary processing procedures – inclusion of i-Team board member in planning prosecution at hearing will be discussed with Carla and the Board would like to be more involved in the future.
- h. Update on OPR Bill and necessary changes were discussed by Ami. Chris and Ami have decided due to the changes in legislation this year that we would only put in changes that would not cause issues. All other changes will be in the bill for next year.
- i. Update on search for new board council was discussed by Larry. There are two candidates that will be coming back for a second interview and then the decision will be made after that.
- j. Supervision for trainees has been discussed on several occasions and was supposed to be added to this years OPR bill but with all the changes in legislation this year it will be put on hold until next year.
- k. **1:00 p.m** – Orientation for trainees and supervisors.

**8. FYI:** None

- a. Report to AARO an ASB meeting memo
- b. ASC's Position that Board Counsel must allow ASC's Staff to observe executive sessions of the Board

**9. Adjournment**

**10. Next Meeting: March 2, 2011 at 9:00 a.m.,** at the National Life Building, North FL 2, Montpelier

# **Real Estate Appraiser**

## **Education Courses**

### **McKissock**

Commercial Appraisal Review for 13 hours of CE and 15 hours of QE – **AQB approved**  
Expert Witness for Commercial Appraisers for 13 hours of CE and 15 hours of QE – **AQB approved**  
General Report Writing and Case Studies for 27 hours of CE and 30 hours of QE – **AQB approved**  
General Appraiser Sales Comparison Approach for 27 hours of CE and 30 hours of QE – **AQB approved**  
Financial Reform, Fannie Mae and Appraisers for 7 hours of CE – **AQB approved**  
Residential Appraisal Review for 7 hours of CE - **AQB approved**  
Introduction to Residential Green Building for Appraisers for 4 hours of CE - **AQB approved**  
Advanced Residential Applications and Case Studies for 14 hours of CE and 15 hours of QE - **AQB approved**  
Even Odder – More Oddball Appraisals for 7 hours of CE (effective 1-3-11) - **AQB approved**  
Mortgage Fraud – Protect Yourself! For 7 hours of CE - **AQB approved**  
Environmental Issues for Appraisers for 5 hours of CE - **AQB approved**  
Environmental Contamination of Income Properties for 5 hours of CE – **AQB approved**  
General Appraiser Income Approach for 60 hours of QE and 55 hours of CE – **AQB approved**

### **Appraisal Institute**

Valuation of Conservation Easements for 31 hours of CE only - **AQB approved**  
Analyzing Tenant Credit Risk & Commercial Lease Analysis for 7 hours of CE – **approved** by Anne Bernhardt  
Introduction to Green Building: Principles & Concepts for 7 hours of CE – **Approved** by the Board  
Case Studies in Appraisal Green Residential Buildings for 7 hours of CE – **Approved** by the Board  
Thinking Outside the form for 7 hours of CE – **Approved** by the Board  
Analyzing Distressed Real Estate (online) for 4 hours – **AQB approved**

### **Massachusetts Board of Real Estate Appraisers**

2010 New England Appraisers Expo – Commercial Program for 6 hours of CE – **approved** by Anne  
2010 New England Appraisers Expo – Residential Program for 6 hours of CE – **approved** by Anne  
Intro to Common Architectural Styles and Features for 4 hours of CE – **Approved** by the Board  
Appraisal of 2-4 Family & Multi-Family Properties for 7 hours of CE – **AQB approved**

### **IAAO**

Depreciation Analy for 15 hours of CE – pending with Ami – **tabled** for more information

### **Appraisal University**

Practices and Pitfalls for the Residential Appraiser for 9 hours of CE – **AQB approved**

### **Career Webschool dba Cengage Learning Inc.**

Statistics Modeling and Finance for 15 hours of QE and 14 hours of CE – **AQB approved**