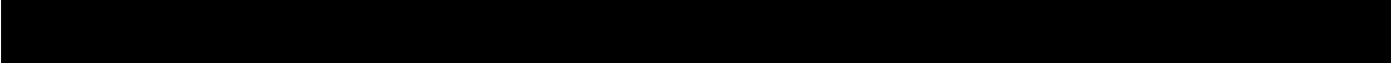


**MINUTES**  
**South Carolina Real Estate Appraisers Board Meeting**  
10:00 a.m., May 2, 2013  
Synergy Business Park  
110 Centerview Drive, Kingstree Building, Room 105  
Columbia, South Carolina



**Meeting Called to Order**

Joel Norwood, Chairman, called the meeting of the Real Estate Appraisers Board to order at 10:00 a.m. Other members present for the meeting included: Rhonwen Newton, Vice Chairman, Jake Knight, Secretary, Michael Dodds, Christopher Donato, Drew Johnson and Ann King.

Mr. Norwood announced that the meeting was being held in accordance with §30-4-80 of the South Carolina Freedom of Information Act by notice mailed to all requesting persons, organizations, and news media. In addition, notice was posted on the bulletin boards at the main entrances to the Kingstree Building.

Staff members participating in the meeting included: Roderick Atkinson, Administrator; Wanda Cooke, Administrative Assistant; Sharon Wolfe, Chief Investigator; Laura Smith, Compliance Coordinator; Christina Barnes, Administrative Assistant and Beau Tiller, Education Manager.

**Pledge of Allegiance**

All present recited the Pledge of Allegiance.

**Introduction of Board Members**

The board members introduced themselves. Christina Barnes was introduced as a new staff member.

**Approval of Excused Absences**

There were no absences.

**Approval of Minutes – March 21, 2013 Meeting**

**MOTION:**

Ms. Newton made a motion to approve the minutes from the March 21, 2013 meeting. Mr. Knight seconded the motion, which carried unanimously.

**Chairman’s Remarks – Joel Norwood**

The Appraisal Sub Committee has been conducting an audit and compliance review and will present their report at this meeting.

**MOTION:**

Mr. Knight made a motion to move agenda item *License Law Update* from Unfinished Business to just below the ASC Audit Results. Mr. Dodds seconded the motion, which carried unanimously.

**ASC Audit Results**

Kristi Klamet and other members of the Appraisal Sub Committee (ASC) were present at the meeting and gave a very detailed report of their audit findings. Ms. Klamet discussed the federal mandated requirements of the Board. She continued with information regarding the make-up of the ASC. Ms. Klamet discussed the work performed prior to arrival at SC LLR and processes that are necessary to conduct an audit. This is the eighth (8<sup>th</sup>) review for SC Appraisers Board. She thanked the Appraiser staff for the electronic access to all records and the work involved in preparation of the audit.

**License Law Update**

Grant Gillespie and Holly Beeson, from the Director’s office (Governmental Affairs), gave an update on the status of the proposed changes to the License Law. Discussion ensued.

**Administrator’s Remarks – Roderick Atkinson**

1) **Budget Update** – The budget ending March 30, 2013, was distributed for review.

2) **Licensure update – Laura Smith**

Number of Licensees as of **April 30, 2013**

	<u>ACTIVE</u>	<u>INACTIVE</u>	<u>ACT IN RENEWAL</u>	<u>TOTAL</u>
APPRENTICE	134	1	61	196
LICENSED	188	33	58	279
CERTIFIED RESIDENTIAL	1034	54	128	1216
CERTIFIED GENERAL	923	21	81	1025
LICENSED MASS	54	2	13	69
CERTIFIED RESIDENTIAL MASS	65	3	3	71
CERTIFIED GENERAL MASS	28	0	2	30
<b>TOTAL</b>	<b>2426</b>	<b>114</b>	<b>346</b>	<b>2886</b>

**3) Investigations & Enforcement Update – *Roderick Atkinson***

Case Report for January 1, 2013 – April 29, 2013 was presented for review. Also case report for same time period in 2012 was presented for comparison.

**4) IRC Report**

The IRC Report from April 23, 2013, was presented for approval.

**MOTION:**

Ms. Newton made a motion to approve the IRC Report from April 23, 2013. Mr. Knight seconded the motion, which carried unanimously. Mr. Knight requested that a report be provided to the Board regarding the status of open cases.

**Unfinished Business**

Chairman Norwood gave an update on the AARO Conference in Austin, Texas. Mr. Norwood was the only member of the SC Appraisers Board that attended this year. Topics of discussion included the new Appraisal hotline for complaints; a national education program for Appraisers (Alliance for Education Evaluation); 2015 changes to the Appraisal Standards Board report options; and fingerprinting and background criteria for new applicants in 2015. Discussion ensued.

Mr. Knight gave a brief update on Appraisal Management Companies legislation.

Mr. Dodds presented the draft copy of the Palmetto Appraiser Newsletter, which is now ready for distribution. The Board agreed they would like to publish a newsletter quarterly after each meeting.

**Public Comments**

No additional public comments were made.

Chairman Norwood announced that Ann King will no longer be on the Board after today. The Board thanked her for her service and wished her well.

**Adjournment****MOTION**

Mr. Knight made a motion to adjourn. Mr. Johnson seconded the motion, which carried unanimously.

The May 2, 2013 meeting of the SC Board of Real Estate Appraisers adjourned at 12:00 noon.