

Minutes
South Carolina Real Estate Appraisers Board
Synergy Business Park, Kingtree Building
110 Centerview Drive, Room 111
November 8, 2007

Members attending: Herbert R. Sass, Chairman; Rhonwen Newton, Secretary; Andrew Johnson; Ann King; Terrence O'Brien; and Carlton Segars
Member absent: Charles Stone, Vice Chairman

Staff attending: Robert L. Selman, LLR Assistant Deputy Director; Jay Pitts, Administrator; Gwen Green, Advice Counsel; Paula Magargle, Office of General Counsel; Ann Parris, Administrative Assistant; Laura Smith, Investigator; Sheridon Spoon, Office of General Counsel; Beau Tiller, Manager, Education; and Sharon Wolfe, Chief Investigator, Office of Investigations and Enforcement

Visitors: W. O. King; Bob Dufala, SCAR, Appraisal Section; and Kelli Kline, PAC and Appraisal Institute

Chairman Sass called the meeting to order at 10:05 a.m. and stated for the record the following South Carolina Freedom of Information statement. Public notice of this meeting was properly posted at the Real Estate Appraisers Board office, Synergy Business Park, Kingtree Building, Columbia, South Carolina, and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act. A quorum was present at all times.

Approval of Minutes – August 9, 2007

The minutes of the August 9, 2007 meeting were approved as written on motion of Mr. Segars and second of Mr. O'Brien. Motion unanimously carried.

Chairman Sass introduced Board and staff members and welcomed visitors. He welcomed Ann King, new Board member. Ms. King fills the real estate seat on the Board. Mr. Pitts introduced Sharon Wolfe, new Chief of Investigations.

Management Update – Jay Pitts, Administrator

Mr. Pitts reported the results from the annual audit following the renewal cycle which was completed August 31. He said 164 General and Certified Appraisers; 58 licensed and 45 apprentice appraisers were audited. He reported that out of the number audited, 14 certified appraisers and 5 licensed appraisers were not in compliance. Mr. Pitts stated that the Board was well within the numbers required by USPAP. Staff is in the process of dealing with those appraisers that were not in compliance.

Upgrades – Mr. Pitts reported that Ed Coleman has been working diligently reviewing applications for upgrades. He said this is a time-consuming process and has been an area of concern in the past few months as the numbers have increased; however, Mr. Pitts said at this time, the Board is in good shape.

AARO Fall 2007 Conference – Mr. Pitts and Mr. Segars attended the AARO Fall Conference in Washington, DC in September. Mr. Segars reported that training was a

hot topic. Mr. Pitts said he met with other board administrators and shared information on similar problems, operations, and procedures.

2008-09 USPAP Manual

Mr. Pitts reported that as in the past, the Appraisers Board will once again furnish a copy of the new USPAP Manual to instate appraisers. He said staff is looking into the most cost-effective and efficient way to handle the distribution. There was discussion regarding the cost of printing copies and mailing copies or distributing it by disc. Ms. Newton suggested that if it is done electronically, an index should be part of the document. Mr. Pitts stated the new edition does have it indexed and that he would keep the Board posted on this matter. Ms. Newton suggested that Board members be furnished a copy of the information that appraisers receive.

Report – Changes in 2008 Curriculum

Beau Tiller reported that staff continues to prepare for the changes in the curriculum requirements which become effective January 1, 2008. He said staff has already seen an increase in phone calls, emails, and walk-ins requesting information and assistance. Mr. Tiller said appraisal instructors have been sent all the information.

Mr. Pitts stated he would like to commend the entire staff, particularly Beau Tiller, for the job he has done in this preparation for the upcoming appraiser curriculum change. He said he would like to also commend Laura McDaniels, Administrative Assistant, for the excellent job she had done. Mr. Pitts stated that Ms. McDaniels continues to do excellent work even though she has seen a tremendous increase in her job duties. He said she recently received an LLR internal reward, TRIBUTE, for the continued excellent job she does for the Appraisers Board.

Investigative Review Committee – IRC

Mr. Pitts reviewed the purpose of the IRC. The Board reviewed the report and approved it as presented.

Motion: Ms. Newton moved and Mr. Segars seconded the motion to approve the IRC report as presented. Motion carried.

There was no Old Business.

There was no New Business.

The meeting adjourned at 10:40 am.

Submitted,

Rhonwen Newton
Secretary