

**MINUTES**  
**South Carolina Real Estate Appraisers Board Meeting**

10:00 a.m., August 22, 2012  
Synergy Business Park  
110 Centerview Drive, Kingstree Building Room 105  
Columbia, South Carolina

**Wednesday, August 22, 2012**

**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, Jake Knight, Andrew Johnson, Christopher Donato, Michael Dodds, Ann King and Rhonwen Newton.

Mr. Norwood announced that the meeting was 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 entrance of the Kingstree Building.

Staff members participating in the meeting included Tracey McCarley, Administrator; Laura Smith, Compliance Coordinator; Wanda Cooke, Administrative Assistant; Jamie Saxon, Advice Counsel; Sharon Wolfe, Investigations; Joi Middleton, Education Coordinator; Laura Pace, Finance; Charles Ido, Assistant Deputy Director.

**Approval of Excused Absences**

None

**Approval of Minutes – May 16, 2012**

**MOTION:**

Ms. Newton made a motion to approve the May 16, 2012 minutes. Mr. Dodds seconded the motion, which carried unanimously.

**Administrator's Report**

Tracey McCarley introduced Joi Middleton, new Education Coordinator for Real Estate Commission and Real Estate Appraisers Board.

## 1. Licensure Update

Laura Smith-

Number of Licensees as of **August 16, 2012**

	<u>ACTIVE</u>	<u>INACTIVE</u>	<u>ACT IN RENEWAL</u>	<u>TOTAL</u>
APPRENTICE	123	1	67	191
LICENSED	187	47	47	281
CERTIFIED RESIDENTIAL	1006	83	111	1200
CERTIFIED GENERAL	847	27	91	965
LICENSED MASS	54	3	12	69
CERTIFIED RESIDENTIAL MASS	65	3	3	71
CERTIFIED GENERAL MASS	27	0	2	29
<b>TOTAL</b>	<b>2309</b>	<b>164</b>	<b>333</b>	<b>2806</b>

TEMPORARY PERMITS

ISSUED IN 2011 – 267

ISSUED IN 2012 – 170

## 2. Investigations & Enforcement Update –

Sharon Wolfe-

**Cases received January 1, 2012 through August 17, 2012**

### Case Statuses

- Active Investigations received 26
  - Closed 5
  - Do Not Open Cases 2
- TOTAL CASES 33

**TOTAL CASES CLOSED**

**33**

**Cases received January 1, 2011 through August 17, 2011**

- Closed 18
  - Do Not Open Cases 7
  - Pending IRC 1
- TOTAL ACTIVE CASES last year this time 26**

**Cases closed January 1, 2011 through August 17, 2011**

- Closed 37
  - Do not open 7
- TOTAL CLOSED CASES last year 44**

3. **Appraiser Board Budget** – The budget for June 2012 was reviewed. Laura Pace, Finance Department, was present to answer questions from the Board concerning the budget. Discussion ensued regarding the budget.

4. **Insurance Reserve Fund** – Ms. McCarley reminded the Board of the Insurance Reserve Fund Class being held on September 15, 2012, at the South Carolina Fire Academy. Deadline for reserving a spot is September 10, 2012. Mr. Norwood asked Ms. McCarley to send another email reminder to the Board.
5. **Disposition Letters** – After each IRC, letters of dismissal and letters of caution are sent to licensees. It was discussed whether the Board would prefer the Chairman sign these or the Administrator.

**MOTION:**

Mr. Donato made a motion that the Board Chairman sign each of these letters. Mr. Dodds seconded the motion, which carried unanimously.

6. **2013 Meeting Dates**

Ms. McCarley presented the 2013 Meeting Date Scheduled. It was noted that the Appraisal Subcommittee will be in the office performing an audit and will attend the meeting on May 2-3, 2013.

**MOTION:**

Mr. Knight made a motion to enter Executive Session to discuss staffing issues with Dean Grigg, Deputy Director. The motion was seconded by Mr. Johnson, which carried unanimously.

**MOTION:**

Mr. Knight made a motion to enter Public Session. The motion was seconded by Mr. Donato, which carried unanimously.

**Unfinished Business**

**AMC Legislation:**

Mr. Knight gave an update on the legislation concerning Appraisal Management Companies. We have a bill prepared to go in the next legislative session. Discussion ensued.

**MOTION**

Mr. Dodds made a motion to publish a Notice of Drafting for AMC Legislation. The motion was seconded by Mr. Knight, which carried unanimously.

**Palmetto Appraiser Newsletter Update:**

Mr. Dodds gave an update on developing a Board Newsletter. Discussion ensued.

**MOTION:**

Ms. Newton made a motion to allow Ms. McCarley to communicate with staff at LLR to determine what is needed to get the newsletter out by the end of September and then the Board will publish the first newsletter. This motion was rescinded.

**MOTION:**

Ms. Newton made a motion to publish a Palmetto Appraiser newsletter by the end of September 2012. The Board will provide and compile the content for the first newsletter and an eblast will be sent out from the agency. The motion was seconded by Mr. Knight, which carried unanimously.

**MOTION:**

Mr. Knight made a motion to have Ms. McCarley communicate with various LLR groups involved and find out what level of resources the agency can provide to assist the Board in publishing this newsletter in the future. The motion was seconded by Mr. Dodds, which carried unanimously.

**New Business**

Approval of the IRC Report

**MOTION:**

Mr. Donato made a motion to approve the IRC Report. Ms. King seconded the motion, which carried unanimously.

**Public Comments**

Bob Dafalo, representative from SCPAC, addressed the board. He informed the Board that Ben Atkins, President of SCPAC, was recently elected as a member of the Appraisal Foundation Advisory Council in Washington.

**Disciplinary Hearings**

**a) Christopher M. Meier**

The Board held a disciplinary hearing regarding Christopher M. Meier. Mr. Meier was represented by legal counsel, Douglas Dent. Mr. Meier wishes to present a Memorandum of Agreement.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

Discussion ensued.

**MOTION:**

Mr. Johnson made a motion to enter Executive Session. Mr. Dodds seconded the motion, which carried unanimously.

**MOTION:**

Ms. Newton made a motion to enter Public Session. Mr. Donato seconded the motion, which carried unanimously. No votes or actions were taken during Executive Session.

**MOTION:**

Mr. Donato made a motion to accept the Memorandum of Agreement from Mr. Meier, with stipulations and a Public Reprimand. The motion was seconded by Mr. Dodds, which carried unanimously.

**b) James L. Berry**

The Board held a disciplinary hearing regarding James L. Berry. Mr. Berry was not represented by legal counsel. Mr. Berry was presented with an attorney waiver. Mr. Berry wishes to present a Memorandum of Agreement.

This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.

Discussion ensued.

**MOTION:**

Mr. Knight made a motion to enter Executive Session. Mr. Dodds seconded the motion, which carried unanimously.

**MOTION:**

Mr. Donato made a motion to enter Public Session. Mr. Johnson seconded the motion, which carried unanimously. No votes or actions were taken during Executive Session.

The Board asked questions of Mr. Berry, concerning his education and work experience, as well as his future plans.

**MOTION:**

Ms. Newton made a motion to enter Executive Session. Mr. Dodds seconded the motion, which carried unanimously.

**MOTION:**

Mr. Donato made a motion to enter Public Session. Mr. Johnson seconded the motion, which carried unanimously. No votes or actions were taken during Executive Session.

**MOTION:**

Ms. Newton made a motion to accept the Memorandum of Agreement from Mr. Berry, with stipulations and a Public Reprimand. Mr. Berry will also be required to take and pass a class room course in Basic Appraisal Procedures within six (6) months, and should notify the Board within ten (15) days of completion. The motion was seconded by Mr. Donato, which carried unanimously.

## **Application Hearings**

### **a) Susan Wall**

The Board held an application hearing regarding Susan Wall, because her application could not be approved at staff level. Discussion ensued.

#### **MOTION:**

Mr. Johnson made a motion to enter Executive Session. Mr. Donato seconded the motion, which carried unanimously.

#### **MOTION:**

Mr. Donato made a motion to enter Public Session. Ms. Newton seconded the motion, which carried unanimously. No votes or actions were taken during Executive Session.

#### **MOTION:**

Mr. Johnson made a motion to grant a license to Ms. Susan Wall. The motion was seconded by Mr. Donato, which carried unanimously.

### **b) Matthew C. McCray**

The Board held an application hearing regarding Matthew C. McCray, because his application could not be approved at staff level. Discussion ensued.

Ann King asked to be recused because she is acquainted with the applicant.

#### **MOTION:**

Mr. Johnson made a motion to enter Executive Session. Mr. Donato seconded the motion, which carried unanimously.

#### **MOTION:**

Mr. Donato made a motion to enter Public Session. Mr. Johnson seconded the motion, which carried unanimously. No votes or actions were taken during Executive Session.

#### **MOTION:**

Ms. Newton made a motion to grant reinstatement to Mr. McCray, provided that he complete all QE Courses, including, but not limited to, Q1, Q2 and Q3. The motion was seconded by Mr. Dodds, which carried unanimously.

## **Adjournment**

Ms. Newton made a motion to adjourn. Mr. Johnson seconded the motion, which carried unanimously. The meeting was adjourned at 2:50 p.m.