

MINUTES

South Carolina Real Estate Appraisers Board Meeting

10:00 a.m., May 16, 2014

Synergy Business Park

110 Centerview Drive, Kingstree Building, Room 105

Columbia, South Carolina

Meeting Called to Order

Jake Knight, Secretary, called the meeting of the Real Estate Appraisers Board to order at 10:00 a.m. Other members present for the meeting included: Michael Dodds, Andrew Johnson, Christopher Donato, Rex Casterline and Chris Barczak.

Mr. Knight 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; Laura Smith, Compliance Coordinator; Georgia Lewis, Advice Counsel; Erin Baldwin; Disciplinary Counsel; and Tom Cullinan, Office of Investigations.

Pledge of Allegiance

All present recited the Pledge of Allegiance.

Introductions – Mr. Knight noted that two members have left the Board and we have two new members to welcome to the Board.

Approval of Excused Absences

Ann King was unable to attend.

MOTION:

Mr. Johnson made a motion to approve the absence of Ann King. Mr. Donato seconded the motion, which carried unanimously.

Approval of Minutes – March 13, 2014

MOTION:

One correction was made on line 86, changing “Li” to “Lee”. Ms. Donato made a motion to approve the minutes from the March 13, 2014 meeting, as amended. Mr. Dodds seconded the motion, which carried unanimously.

Chairman’s Remarks – *Jake Knight, acting Chair*

Mr. Knight announced that Joel Norwood, Chairman, and Rhonwen Newton, Vice-Chair, have been replaced by Rex Casterline and Chris Barczak.

Administrator’s Remarks – *Roderick Atkinson*

Mr. Atkinson presented a plaque of appreciation to Ms. Rhonwen Newton, who was present and has served the Board from 2000 to 2014 as a public member. Mr. Atkinson also presented a plaque of appreciate for Mr. Joel Norwood, who was unable to attend. Mr. Norwood served the Board from 2009 to 2014.

1) Budget Update – The budget ending April 2014 was distributed for review.

2) Licensure update – *Laura Smith*

Number of Licensees as of **May 14, 2014**

	<u>ACTIVE</u>	<u>INACTIVE</u>	<u>TOTAL</u>
APPRENTICE	172	2	174
LICENSED	194	31	225
CERTIFIED RESIDENTIAL	1070	54	1124
CERTIFIED GENERAL	988	18	1006
LICENSED MASS	60	1	61
CERTIFIED RESIDENTIAL MASS	67	3	70
CERTIFIED GENERAL MASS	<u>30</u>	<u>0</u>	<u>30</u>
TOTAL	2581	109	2690

TEMPORARY PERMITS

ISSUED IN 2013 – 264

ISSUED IN 2014 - 89

3) Investigations & Enforcement Update – Sharon Wolfe

Case Report for January 1, 2014 – May 7, 2014 was presented for review. Also case report for same time period in 2013 was presented for comparison.

4) IRC Report

The IRC Report from April 21, 2014, was presented for approval.

Erin Baldwin, Office of Disciplinary Counsel, addressed the Board to give a brief explanation of the process of the Investigative Review Committee. Ms. Baldwin presented the Board with a Case Load Statistics report for information.

MOTION:

Mr. Donato made a motion to approve the IRC Report from April 21, 2014. Mr. Johnson seconded the motion, which carried unanimously.

Unfinished Business

Mr. Dodds informed the Board that the 2014 first quarter edition of the Palmetto Appraiser has finally been distributed. Discussion followed regarding the best way to handle this moving forward. The approval process is sometimes lengthy and the relevance of the content, once it has been sent through the approval process was in question. Outsourcing was discussed since staffing is not adequate to handle the preparation. With the use of e-blast, we now have the ability to reach licensees in a much more timely manner.

MOTION:

Mr. Johnson made a motion to reduce the publishing of the Palmetto Appraiser to semi-annually and then re-evaluate after one year. Mr. Donato seconded the motion, which carried unanimously.

Mr. Knight reported that there is no news on the Appraisal Management Companies (AMC) legislation. The Board will need to re-evaluate next session. Mr. Donato agreed to head up this process in the next legislative session, with members of the Appraisal Institute and SCPAC.

License Law Update – The Appraisal Qualifications Board (AQB) Bill has passed and is awaiting signature by the Governor. The effective date of this Bill is January 1, 2015.

Laura Smith presented a report from Joel Norwood, concerning his attendance at the 2014 AARO Conference held in San Francisco, CA.

New Business

Election of Officers:

With the recent change in Board Members, involving the Chair and Vice-Chair positions, it was necessary to elect new officers.

MOTION:

Mr. Donato made a motion to nominate Jake Knight for the position of Chair. Mr. Dodds seconded the motion, which carried unanimously.

MOTION:

Mr. Casterline made a motion to close nominations. Mr. Donato seconded the motion, which carried unanimously. Mr. Jake Knight was elected as Chairman.

MOTION:

Mr. Dodds made a motion to nominate Chris Donato for the position of Vice-Chair. Mr. Johnson seconded the motion, which carried unanimously.

MOTION:

Mr. Casterline made a motion to close nominations. Mr. Johnson seconded the motion, which carried unanimously. Mr. Chris Donato was elected as Vice-Chairman.

MOTION:

Mr. Johnson made a motion to nominate Michael Dodds for the position of Secretary. Mr. Donato seconded the motion, which carried unanimously.

MOTION:

Mr. Casterline made a motion to close nominations. Mr. Johnson seconded the motion, which carried unanimously. Mr. Michael Dodds was elected as Secretary.

Appearance to Discuss License Status

Kenneth E. Brown

Mr. Brown was present and was not represented by legal counsel. Mr. Brown addressed the Board and asked that they consider his qualifications for renewal of his lapsed license. Ms. Lewis noted that Mr. Brown has not filed an application as of the date of this meeting.

MOTION:

Mr. Casterline made a motion to enter Executive Session to obtain legal advice. Mr. Dodds seconded the motion, which carried unanimously.

MOTION:

Mr. Donato made a motion to enter Open Session. Mr. Casterline seconded the motion, which carried unanimously.

Ms. Lewis advised Mr. Brown that an application hearing cannot be held until an application is actually filed with the Board.

MOTION:

Mr. Casterline made a motion that Mr. Brown be advised to submit an application to renew his lapsed license once he has met all qualifications for renewal and that he comply with any prior orders of the Board. Mr. Johnson seconded the motion, which carried unanimously.

Sheila Wrenn

Ms. Wrenn was present and was not represented by legal counsel. Ms. Wrenn addressed the Board and asked that they consider her qualifications for renewal of her lapsed license.

MOTION:

Mr. Casterline made a motion to enter Executive Session to obtain legal advice. Mr. Dodds seconded the motion, which carried unanimously.

MOTION:

Mr. Donato made a motion to enter Open Session. Mr. Dodds seconded the motion, which carried unanimously.

Ms. Lewis advised Ms. Wrenn that an application hearing cannot be held until an application is actually filed with the Board.

MOTION:

Mr. Casterline made a motion that Ms. Wrenn be advised to submit an application to renew her lapsed license once she has met all qualifications for renewal. Mr. Johnson seconded the motion, which carried unanimously.

Application Hearing

Stephen S. Hamilton

The Board held an application hearing regarding Stephen S. Hamilton. Mr. Hamilton was present and was not represented by legal counsel. Mr. Hamilton has taken all required courses and has submitted an application, with applicable fees, to renew his lapsed license. Discussion ensued.

MOTION:

Mr. Donato made a motion to allow Mr. Hamilton to reinstate his mass appraiser license. Mr. Casterline seconded the motion, which carried unanimously.

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

Adjournment

MOTION

Mr. Donato made a motion to adjourn. Mr. Johnson seconded the motion, which carried unanimously. The meeting adjourned at 12:45 p.m.

The next meeting of the South Carolina Appraisers Board will be held on August 14-15, 2014.