

MINUTES OF MEETING
OF
LOUISIANA REAL ESTATE APPRAISERS BOARD

August 18, 2014

The Louisiana Real Estate Appraisers Board held its regular business meeting on Monday, August 18, 2014, at 10:00 a.m., at 9071 Interline Avenue, Baton Rouge, Louisiana, according to regular call, of which all members of the board were duly notified, at which meeting the following members were present:

BOARD

Roland M. Hall, Sr., Chairman
Gayle A. Boudousquie, Secretary
Newton J. "Butch" Landry
Clay F. Lipscomb
Gary S. Littlefield
Tommie E. McMorris, Sr.

STAFF

Bruce Unangst, Executive Director
Arlene Edwards, Legal Counsel
Anne Brassett
Mark Gremillion
Robert Maynor
Summer Mire
Marsha Stafford
Jenny Yu

GUESTS

Kim Calloway, House Legislative Services
Rashida Keith, House Legislative Services
Rebecca Smith, Adams and Reese, LLP
Tim Theriot, Certified Residential Appraiser #R3864

Board members Mike Graham and Pete Pauley were unable to attend the meeting.

Call to Order

Chairman Hall called the meeting to order and led the Invocation. Mr. Littlefield led the Pledge of Allegiance. On motion made by Mr. Littlefield and seconded by Mr. McMorris, the minutes of the July 21, 2014 meeting were unanimously approved as written and circulated.

Budget Report

Ms. Yu provided the budget report for the period ending July 31, 2014 (*See Attachment A*).

Director's Report

Director Unangst thanked Ms. Yu and the Accounting Division staff for a job well done in preparing for the auditors' visit last week (this is our first audit with a new firm). He advised that all looks good, and the final report will likely be ready the first week in September. Chairman Hall also took this moment to thank the entire staff for their hard work.

Director Unangst provided the dates for the fall schedule of the mandatory "2014-2015 7-Hour USPAP Update Course". The seminars are scheduled for October 8, 2014 in Baton Rouge and October 17, 2014 in Lafayette.

Although the terms for several Board members have expired, members continue to serve until new appointees are named. Director Unangst believes the Governor will appoint new members in the following months. He noted that Ms. Shaw has created a Board Orientation Manual and also put together a digital copy of same. Chairman Hall thanked Ms. Shaw for such an informative tool. All members were asked to submit their bios and a photo to Ms. Mire for incorporation into the manual. In addition to the manual, Ms. Shaw has written job duties/description for staff. Once finalized, copies will be distributed to all Board members.

Unfinished Business

Director Unangst provided a brief summary of action taken at this morning's Education Committee meeting. It was decided that the recommended course topics will *not* be mandatory continuing education as originally suggested. The committee will likely make a recommendation to the Board to offer two courses – one geared toward Certified Residential appraisers, and the other geared toward Certified General appraisers. The committee wants the seminars to be held in a classroom setting throughout the state at a reasonable fee. Committee members also suggested that the seminars focus on USPAP and include a "Questions & Answers" segment, which attendees of the Board-sponsored USPAP Update seminars always seem to appreciate and enjoy. Chairman Hall noted that the USPAP Update seminars can no longer be duplicated during the two-year renewal cycle, thereby creating a need for additional continuing education hours. This additional continuing education offering will be cost effective and likely well attended by licensed appraisers. Chairman Hall advised that the Board is very fortunate to have such great Education Committee members and thanked them for their hard work.

There being no additional items to discuss, the meeting was adjourned on motion made by Ms. Boudousquie and seconded by Mr. McMorris.

Roland M. Hall, Sr., Chairman

Gayle A. Boudousquie, Secretary