

MINUTES OF MEETING
OF
LOUISIANA REAL ESTATE APPRAISERS BOARD

December 15, 2014

The Louisiana Real Estate Appraisers Board held its regular business meeting on Monday, December 15, 2014, at 9:00 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
Michael A. Graham
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
Robert Maynor
Summer Mire
Ryan Shaw
Henk vanDuyvendijk

GUESTS

Tim Theriot, Certified Residential Appraiser #R3864

Board member Pete Pauley was 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 October 20, 2014 meeting were unanimously approved as written and circulated.

Budget Report

Director Unangst advised that Ms. Yu's mother passed away and she is currently out of the country. He stated that there is no change in the budget. Chairman Hall, on behalf of all members, offered prayers and condolences for Ms. Yu and her family.

Director's Report

It was brought to Director Unangst's attention that the only available testing location offering the appraiser certification examination through the end of the year is in Lake Charles. Due to the fact that candidates seeking a Certified Residential credential on or after January 1, 2015 must now hold a Bachelor's degree, Director Unangst contacted the testing service who agreed to add an additional test date in Baton Rouge on December 27, 2014. An email blast will be sent to all licensed appraisers advising them of this matter.

"Train the Trainer", the course required for any real estate instructor wishing to teach the 2015 LREC mandatory continuing education topic for real estate licensees, is currently being offered throughout the state. Ms. Boudousquie recently attended the course in New Orleans and enjoyed it. Director Unangst also noted that he has received positive feedback from attendees.

Unfinished Business

In conjunction with the Education Committee's recommendation, and final approval by the Board, Director Unangst provided an overview of the course proposal submitted by Heidi Lee (*See Attachment A*). Ms. Lee has created two different four-hour continuing education courses. Each will cover the 14 segments in the Conduct section of the Ethics Rule in USPAP, FAQs 10-36, and will include three case studies and/or problems for class discussion.

The case studies and examples in the first course will be oriented to residential appraisal practice, while those included in the second course will be oriented to general appraisal practice.

Ms. Lee recommended that the course be offered in north Louisiana, as well as the Baton Rouge and New Orleans areas. She will be adding to her proposal and welcomes input from the Board. Ms. Boudousquie made motion, seconded by Mr. Lipscomb, to approve Ms. Lee's course proposal and fee. Motion passed without opposition.

On motion made by Mr. Littlefield and seconded by Mr. Graham, the Board unanimously approved the Professional Services Contract for Judge Darrell White (Retired) (*See Attachment B*).

New Business

Mr. McMorris made motion, seconded by Mr. Landry, to leave officers of the Board as they were for 2014: Roland Hall – Chairman; Pete Pauley – Vice Chairman; and Gayle Boudousquie – Secretary. Motion passed by unanimous vote.

The proposed 2015 Business Calendar was approved without opposition on motion made by Mr. Littlefield and seconded by Mr. McMorris (*See Attachment C*).

Director Unangst invited all members to the Christmas luncheon this Thursday.

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

Roland M. Hall, Sr., Chairman

Gayle A. Boudousquie, Secretary