

MINUTES OF MEETING
OF
LOUISIANA REAL ESTATE APPRAISERS BOARD

September 15, 2014

The Louisiana Real Estate Appraisers Board held its regular business meeting on Monday, September 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
Leonard E. "Pete" Pauley, Jr., Vice Chairman
Gayle A. Boudousquie, Secretary
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
Ryan Shaw
Marsha Stafford
Henk vanDuyvendijk
Jenny Yu

GUESTS

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

Board members Mike Graham and Butch Landry were unable to attend the meeting.

Call to Order

Chairman Hall called the meeting to order and led the Invocation. Vice Chairman Pauley led the Pledge of Allegiance. On motion made by Mr. Littlefield and seconded by Mr. Pauley, the minutes of the August 18, 2014 meeting were unanimously approved as written and circulated.

Budget Report

Ms. Yu provided the budget report for the period ending August 31, 2014 (*See Attachment A*). She noted that the Board received a good audit report from Griffin & Company, LLC (*See Attachment B*) that included some well-received recommendations.

Investigative Matters

Director Unangst advised that the agenda needs to be revised to include two Stipulations & Consent Orders (*See Attachment C*). Ms. Boudousquie made motion, seconded by Mr. McMorris, to amend the agenda to include the following Orders for consideration by the Board. Motion passed without opposition. They are:

Case Number 2013-235 (Douglas M. Cross)
Case Number 2013-2071 (Wendy M. Harvill)

In the case of Mr. Cross, he stated that he personally performed a complete visual inspection of the interior and exterior areas of the subject property when, in fact, the inspection was actually performed by a licensed appraiser trainee working under Mr. Cross's supervision. Mr. Cross was censured for the violation(s) committed and ordered to complete two appraisal courses and pay a fine in the amount of \$500.00, plus the administrative cost of \$75.00 for the adjudicatory proceeding.

Ms. Harvill failed to include her license classification, "Louisiana Certified Residential Appraiser" in a report and also stated that she personally performed a complete visual inspection of the interior and exterior areas of the subject property when, in fact, Jack Harvill (#R1068) actually performed the inspection. She was censured for said violation(s) and ordered to complete a specified appraisal course and pay a fine in the amount of \$500.00 plus the administrative cost of \$75.00 for the adjudicatory proceeding.

Both Ms. Harvill and Mr. Cross consented to imposition of the sanctions set forth in the aforementioned Stipulations & Consent Orders. However, Mr. Pauley and several other Board members expressed reservations concerning the amount of the fine included in both sanctions. Following a brief discussion, Ms. Boudousquie made motion, seconded by Mr. Lipscomb, to approve both Stipulations & Consent Orders. Motion passed by unanimous vote.

Members agreed with Ms. Boudousquie's recommendation that all censures should be posted on the Board's website in an effort to eliminate these problems from occurring.

Director's Report

Director Unangst had the pleasure of introducing Henk vanDuyvendijk, who replaced Mr. Bolton. He and staff are thrilled to welcome Mr. vanDuyvendijk, who comes to the agency with great skills and strengths.

He reminded members that Ms. Mire is still waiting on several members to send her their photo and bio information to be included in the new digital manual for Board orientation.

Director Unangst advised the Board to contact Ms. Yu if they have any questions or concerns regarding the audit report completed by Griffin & Company, LLC. He also noted that the Office of Group Benefits is making some major changes which will likely affect the budget.

Unfinished Business

Director Unangst is welcoming public comment concerning the Board's decision to offer a non-mandatory, live class for appraiser continuing education credit with good geographical coverage throughout the state. The option of having two separate courses, each geared toward residential or commercial appraisers, is also a likely possibility. The Board deferred to Director Unangst and staff to move forward on this. Director Unangst advised that everything will be brought back before the Board for final approval.

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

Roland M. Hall, Sr., Chairman

Gayle A. Boudousquie, Secretary