

MINUTES OF MEETING  
OF  
LOUISIANA REAL ESTATE APPRAISERS BOARD

July 31, 2017

The Louisiana Real Estate Appraisers Board held its regular business meeting on Monday, July 31, 2017, 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**

Clayton F. Lipscomb, Chairman  
Janis M. Bonura, Vice Chair  
Cheryl B. Bella, Secretary  
Robert E. McKinnon, Jr.  
Terry L. Myers  
James R. Purgerson, Jr.  
Rebecca A. Rothschild  
Margaret K. Young

**STAFF**

Bruce Unangst, Executive Director  
Arlene Edwards, Legal Counsel  
Summer Mire, Confidential Assistant to Mr. Unangst  
Anne Brassett  
Debbie DeFrates  
Mark Gremillion  
Robert Maynor  
Chad Mayo  
Ryan Shaw  
Damien Smart  
Henk vanDuyvendijk

**GUESTS**

Caroline Catchings, Adams and Reese, LLP  
Grant Guillot, Adams and Reese, LLP

Board members Windy Hartzog and Kara Platt were unable to attend the meeting.

**Call to Order**

Mr. Lipscomb called the meeting to order and led the Invocation. Ms. Bonura led the Pledge of Allegiance. Ms. Bella called roll to ensure that a quorum was present.

**Approval of Minutes**

On motion made by Ms. Bonura and seconded by Mr. Purgerson, the minutes of the July 17, 2017 meeting were unanimously approved as written and circulated.

**Public Comment** – None

**New Business**

Director Unangst extended thanks to Governor Edwards for his Executive Order Number 17-16 (*See Attachment A*). He further expressed appreciation to Legislative Oversight and the Senate and House as a whole, Louisiana Bankers Association, Louisiana Realtors®, Louisiana Homebuilders Association, the national and state chapters of the Appraisal Institute, and the Association of Appraiser Regulatory Officials (AARO) for their support and endeavors. Lastly, Director Unangst thanked the LREAB for enacting the resolution adopted at the July 17, 2017 business meeting. This allows the Executive Director to affect the Executive Order. Members were provided with the proposed language replacement for Rule 31101. and information regarding the rule-making process (*See Attachments B & C*). Director Unangst noted that all state regulatory boards must adhere to this process for transparency. Chairman Lipscomb thanked Director Unangst and legal counsel for their diligence. Ms. Bella made motion to approve the proposed language as written and reviewed. Ms. Bonura seconded the motion, which passed by unanimous roll call vote.

Lastly, Director Unangst introduced Damien Smart, who comes to the agency with a vast knowledge of experience.

There being no further business to discuss, the meeting was adjourned on motion made by Ms. Bonura and seconded by Ms. Rothschild.

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Clayton F. Lipscomb, Chairman

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Cheryl B. Bella, Secretary