

Louisiana Real Estate Appraisers Board  
State of Louisiana

Office of the Governor

JEFF LANDRY  
GOVERNOR



TAYLOR F. BARRAS  
COMMISSIONER OF ADMINISTRATION

DECEMBER 4, 2023  
MEETING MINUTES

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On Monday, December 4, 2023, the Louisiana Real Estate Appraisers Board (“LREAB” and/or “Board”) conducted its regularly scheduled meeting in-person and at the Board’s domicile office located at 9071 Interline Avenue, Baton Rouge, LA 70809 in accordance with La. R.S. 37:1430 *et seq* and other applicable law.

**Board Members Present:**

Mr. F. Troy Williams, Chair (At-Large)

Ms. Kara A. Platt (5<sup>th</sup> CD)

Mr. Terry L. Myers, Vice Chair (3<sup>rd</sup> CD)

Ms. Rebecca A. Rothschild (At-Large)

Mr. H. Carter Leak, IV, Secretary (5<sup>th</sup> CD)

Ms. Vanessa V. Vey (At-Large)

Mr. Daniel A. Blanchard (1<sup>st</sup> CD)

Ms. Margaret K. Young (2<sup>nd</sup> CD)

Mr. Bennett E. Oubre (6<sup>th</sup> CD)

**Board Members Absent:**

None

**Staff Present:**

Ms. Summer S. Mire, Executive Director

Ms. Malissa Fowler

Mr. Thomas E. Devillier, Deputy Director/Executive Counsel

Mr. Mark Gremillion

Ms. Arlene C. Edwards, General Counsel

Mr. Jeremy Travis

Ms. Anne Brassett

Ms. Nikki Wallace

Ms. Allison Burnette

Ms. Jenny Yu

**LOUISIANA REAL ESTATE APPRAISERS BOARD**

December 4, 2023, *Meeting Minutes*

Page 2 of 4

**Others Present:**

Ms. Cheryl Bella

Ms. Janis Bonura

Ms. Melissa Bond

Mr. Robert Russell

**I. CALL TO ORDER**

Chairman Williams called the meeting to order at or about 10:00 a.m. A roll call was conducted in open meeting. See attendance detailed above. Secretary Myers led the invocation, and Chairman Williams led the Pledge of Allegiance.

**II. PUBLIC COMMENTARY**

None.

**III. PLAQUE PRESENTATION/INTRO OF NEW BOARD MEMBER**

Chairman Williams and Ms. Mire presented Mr. Russell with a plaque commemorating his board service. The board also introduced Ms. Vey as its newest board member.

**IV. EXECUTIVE SESSION**

Mr. Oubre made a motion, which was seconded by Mr. Blanchard, and unanimously approved by roll call vote to enter Executive Session. Mr. Oubre made a motion, which was seconded by Mr. Leak, and unanimously approved by roll call vote to end the Executive Session and resume open meeting.

**V. APPROVAL OF MINUTES OF SEPTEMBER 13, 2023**

Mr. Blanchard made a motion, which was seconded by Secretary Myers, and unanimously approved to adopt the minutes of the September 13, 2023, meeting as written and circulated (Exhibit A).

**VI. EXECUTIVE DIRECTOR REPORT**

1. 2024 Calendar: Ms. Mire provided the tentative 2024 board calendar to members. Ms. Mire noted that the first meeting will be scheduled for January 8 since the regularly scheduled meeting would fall on the MLK, Jr. holiday. All other tentative meetings will be conducted on the third Monday of every other month.

2. Ethics & Other Training Reminders: Ms. Mire reminded board members of the required training that is due to be completed by December 31.

## LOUISIANA REAL ESTATE APPRAISERS BOARD

December 4, 2023, *Meeting Minutes*

Page 3 of 4

3. Social Media: Ms. Mire reminded board members of the LREAB Facebook page and asked the members to share the profile to help grow the page's audience.

4. License Renewals: Ms. Mire stated that current renewal numbers are low and encouraged members to spread the word that license renewals are open. Ms. Mire stated that additional information and renewal reminders will be delivered to licensed appraisers over the next few weeks.

5. Education Reporting Software: Ms. Mire reported that Ms. Burnette has been working with vendors through a test system for reporting education online. Ms. Mire noted that the project should be completed in the coming months.

6. Appraisal Foundation Advisory Council: Ms. Mire reported that the Board is the newest member of the Appraisal Foundation Advisory Council. Ms. Mire stated that Ms. Burnette recently attended the Appraisal Foundation conference and asked Ms. Burnette to provide an update on her experience.

### VII. BUDGET REPORT

Ms. Yu reviewed the audit report (Exhibit B) and the Board's budget as of December 2023 (Exhibit C). Ms. Yu stated that the Board's 2022-23 legislative audit report had no findings or issues.

### VIII. UNFINISHED BUSINESS

1. Compliance Policy Review. Ms. Mire continued a discussion from the previous Board meeting, regarding revision of the board's compliance policy. Ms. Mire directed the board members to the proposed, revised compliance policy (Exhibit D). Mr. Devillier continued the discussion and provided the board members with an overview of the substantive changes. Mr. Bennett made a motion, which was seconded by Ms. Rothschild, and unanimously approved to adopt the revised compliance policy.

2. Licensing Fees Review. Ms. Mire led a discussion of comparing Louisiana's appraiser licensing fees to those in other states, including appraiser fees (Exhibit E), AMC fees (Exhibit F), and education fees (Exhibit G). After reviewing the documents with the board members, Ms. Mire recommended not raising fees as Louisiana is on average with other states for appraiser and AMC licensing fees. Ms. Mire continued stating that although Louisiana is on the lower end for education fees, she suggests revisiting the idea in the future.

### IX. NEW BUSINESS

1. Compliance Matters – Case No. 2019-3117: Robert E. McKinnon, Jr. Ms. Rothschild and Ms. Platt recused themselves from the matter's hearing. Mr. Devillier proceeded with presenting *Case No. 2019-3117: Robert E. McKinnon, Jr.*, including the final order and consent agreement to the board members. Secretary Myers made a motion, which was seconded by Mr. Blanchard, to accept the disciplinary actions as presented. A roll call vote was conducted, and the

**LOUISIANA REAL ESTATE APPRAISERS BOARD**

December 4, 2023, *Meeting Minutes*

Page 4 of 4

motion passed unanimously.

2. Election of Officers. Ms. Rothschild made a motion, which was seconded by Ms. Young, and unanimously approved to have Chairman Williams remain in his position. Chairman Williams made a motion, which was seconded by Mr. Oubre, and unanimously approved for Secretary Myers to become Vice Chair. Ms. Platt made a motion, which was seconded by Mr. Oubre, and unanimously approved for Mr. Leak to become Secretary.

**X. ADJOURNMENT**

There being no further business, Mr. Oubre made a motion to adjourn, which was seconded by Vice Chair Myers, and unanimously approved.