

MINUTES OF MEETING  
OF  
LOUISIANA REAL ESTATE APPRAISERS BOARD  
November 15, 2021

The Louisiana Real Estate Appraisers Board held its regular business meeting, via Zoom teleconference, at 10:00 a.m. on Monday, November 15, 2021, according to regular call, of which all members of the board were duly notified, at which meeting the following members were present:

**BOARD**

Kara A. Platt, Chair  
Robert E. McKinnon, Vice Chairman  
Rebecca A. Rothschild, Secretary  
Daniel A. Blanchard  
H. Carter Leak, IV  
Mark Major  
Robert L. Russell  
F. Troy Williams  
Margaret K. Young

**STAFF**

Bruce Unangst, Executive Director  
Arlene Edwards, Legal Counsel  
Summer Mire, Deputy Director  
Anne Brassett, Program Administrator  
Allison Burnette  
Debby DeFrates  
Tom Devillier  
Mark Gremillion  
Telly Hollis  
Allison O'Toole  
Ryan Shaw  
Henk vanDuyvendijk  
Nikki Wallace  
Jenny Yu

Board member Terry Myers was unable to attend the meeting.

**GUESTS**

Melissa Bond  
Nancy Litton-Hall, Executive Director, Louisiana Chapter of the Appraisal Institute

**Call to Order**

Ms. Platt called the meeting to order. Ms. Rothschild called roll to ensure a quorum was present. Mr. Williams led the Invocation and Pledge of Allegiance.

**Approval of Minutes**

On motion made by Mr. Russell and seconded by Mr. Williams, the minutes of the August 2, 2021 meeting were unanimously approved as written.

**Budget Report**

Ms. Yu provided the budget report for the period ending October 31, 2021 (*See Attachment A*). Mr. Leak congratulated Ms. Yu and accounting staff members for a good audit report for the year ending June 30, 2021 (*See Attachment B*).

**Director's Report**

Director Unangst advised that the Board received \$119,600.00 in the initial distribution of grant money from the Appraisal Subcommittee (ASC). With the funds, the Board has hired Ms. Burnette as a full-time administrative specialist. The Board plans to also use the funds to upgrade to electronic education provider attendance reporting as well as provide staff training and travel to AARO conferences, investigative workshops, etc.

**Unfinished Business** - None

**New Business**

Mr. Devillier provided an overview of proposed legislation which would remove the three-year residency requirement for certified appraisers supervising trainees (*See Attachment C*). He asked Board members to review the verbiage and get back to him with any recommendations they may have.

Mr. Williams suggested that the experience credit log be completed by both the trainee and supervisor with the possibility of enforcing that a separate log be maintained by each appraiser.

On motion made by Mr. Russell and seconded by Mr. Leak, the Board voted unanimously to apply for continuation of the state appraiser regulatory agency support grant program and to request additional grant funds as available (*See Attachment D*).

There being no further business to discuss, the meeting was adjourned on motion made by Mr. Russell and seconded by Mr. Leak. Motion passed by unanimous roll call vote.

---

Kara Platt, Chairperson

---

Rebecca Rothschild, Secretary