

**Massachusetts Board of Registration Real Estate Appraisers  
Minutes of the Board Meeting held on September 9, 2021**

**Time: 10:30 a.m.**

**Location: Microsoft Teams**

**Members Present:**

Michael Giannelli, *Chair, Certified Residential Appraiser Member*  
Matthew Jenkins, *AMC Member*  
Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*  
Paula Wolfe, *Certified Residential Appraiser Member.*

**Administrative Staff Present:**

Kristin Mitchell, *Executive Director*  
Lynn Read, *Board Counsel*

**Members Absent**

Thomas Kokoliadis, *Vice Chair, Banking Member*  
William McLaughlin, Certified General Appraiser

Pursuant to Governor Charles D. Baker's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, s. 20, dated March 12, 2020, and extended by St. 2021, c. 20, all Board members and staff appeared by videoconference.

- I. Call to Order** – Board Chair Michael Giannelli opened the meeting at 10:42 a.m.
- II. Vote on Minutes of July 15, 2021** – A MOTION was made by Timothy McDonough to approve the minutes of July 15, 2021, as written. The Motion was seconded by Paula Wolfe and unanimously adopted by the Board by a roll call vote.
- III. Executive Director's Report to the Board:** Kristin Mitchell introduced herself as the new Executive Director to the Board. She also informed the Board of the numbers of new applications received and licenses issued since the last Board meeting.

**Next Board Meeting Date**

Full Board Meeting Date: November 18, 2021

- IV. Board Counsel's Report to the Board** – Board Counsel, Lynn Read, stated that she does not have anything to report separate from the items on the agenda.
- V. License Application Report:** A MOTION was made by Timothy McDonough to accept Board Reviewers' recommendations of approval for license applications. The Motion was seconded by Tracy Sharkey and unanimously adopted by the Board by a roll call vote.

<u>Applicant</u>	<u>License Type</u>	<u>Last Action Taken</u>
PS	CG	Board Approved
KF	LA	Board Approved

**VI. Education Report:**

A MOTION was made by Timothy McDonough to accept Board Reviewers' recommendations of approval for education courses. The Motion was seconded by Matt Jenkins and unanimously adopted by the Board by a roll call vote.

<b>Provider Name</b>	<b>Course Name</b>	<b>Hours</b>	<b>Type</b>	<b>Res Flag</b>	<b>AQB Appr.</b>	<b>Recommendations</b>
<b>MA, RI, &amp; ME Chapter of the Appraisal Institute</b>	<b>Virtual Appraisal Services Vendor Showcase</b>	<b>2</b>	<b>C</b>	<b>NR/R</b>	<b>N</b>	<b>Board Approved</b>
<b>MBREA</b>	<b>2021 New England Appraisers Expo Morning Program</b>	<b>4</b>	<b>C</b>	<b>NR/R</b>	<b>N</b>	<b>Board Approved</b>
<b>MBREA</b>	<b>2021 New England Appraisers Expo Residential Program</b>	<b>3</b>	<b>C</b>	<b>R</b>	<b>N</b>	<b>Board Approved</b>
<b>ASFMRA</b>	<b>Appraising Rural Residential Properties</b>	<b>8</b>	<b>S</b>	<b>NR/E</b>	<b>N</b>	<b>Board Approved</b>
<b>MBREA</b>	<b>2021 New England Appraisers Expo: Commercial Program</b>	<b>3</b>	<b>C</b>	<b>NR</b>	<b>N</b>	<b>Board Approved</b>
<b>McKissock, LP</b>	<b>Live Webinar: Learning From the Mistakes of Others: Appraisal Disciplinary Case Studies</b>	<b>3</b>	<b>C</b>	<b>E</b>	<b>Y</b>	<b>Staff Approved</b>
<b>McKissock, LP</b>	<b>Market Disturbances-Appraisals in Atypical Markets and Cycles</b>	<b>3</b>	<b>C</b>	<b>E</b>	<b>Y</b>	<b>Staff Approved</b>
<b>Appraisal Institute</b>	<b>Residential Site Valuation and Cost Approach</b>	<b>14</b>	<b>P</b>	<b>R</b>	<b>Y</b>	<b>Staff Approved</b>
<b>Appraisal Institute</b>	<b>Residential Site Valuation and Cost Approach</b>	<b>14</b>	<b>C</b>	<b>R</b>	<b>Y</b>	<b>Staff Approved</b>
<b>American Society of Appraisers</b>	<b>2021 International Appraisers Conference</b>	<b>14</b>	<b>C</b>	<b>E</b>	<b>N</b>	<b>Board Approved</b>
<b>ASFMRA</b>	<b>2021 ASFMRA Annual Convention Day 1</b>	<b>6</b>	<b>S</b>	<b>NR/E</b>	<b>N</b>	<b>Board Approved</b>

**VII. Discussion:**

- (a) **Review Regulations Section 9.00, Course Approval Requirements, Primary and Continuing Education:** Board Counsel, Lynn Read opened the discussion to the Board, presenting a Draft Policy on Distance Education for primary and continuing education, to help in applying the course approval regulations.. After brief discussion, the members opened the floor to the public. Steve Sousa, MBREA, spoke to the Board explaining from a provider's perspective.

A MOTION was made by Timothy McDonough to preliminarily adopt the policy as written, and to be ratified at the November Meeting. The motion was seconded by Tracy Sharkey and unanimously adopted by the Board by a roll call vote.

- (b) **AMC Regulations:** Nothing to report

- VIII. Matters Not Reasonably Anticipated:** Board Counsel, Lynn Read explained the AMC question brought to the Board staff shortly before the meeting. Lynn and Kristin asked the Board to vote to delegate Matthew Jenkins or Thomas Kokoliadis to work with them to resolve and get an answer. A MOTION was made by Timothy McDonough to delegate Matthew Jenkins and/or Thomas Kokoliadis to assist and give responses if able. The motion was seconded by Paula Wolfe and unanimously adopted by the Board by a roll call vote.

- IX. Public Comment:** Board Chair, Michael Giannelli, opened to public. Steve Sousa informed the Board that there will be a new 7 Hour USPAP Update Course for 2022-2023. There will be no changes to the 15 Hour USPAP Course. He asked that the Board to extend the expiration date of the 15 Hour USPAP one year. A MOTION was made by Timothy McDonough to extend all 15 Hour USPAP expirations one year to December 31, 2022. The motion was seconded by Matthew Jenkins and unanimously adopted by the Board by a roll call vote. Steve Sousa also informed the Board that the MBREA Expo will be virtual only.

- X. Complaints and Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:**  
At 11:21 PM a MOTION was made by Timothy McDonough to exit Open Session and enter Closed Investigative Conference under M.G.L. c. 112, s. 65C, and the Board would not go back into Open session except to adjourn at 11:45 AM. The motion was seconded by Paula Wolfe and unanimously adopted by the Board by a roll call vote.  
After the Investigative Conference the following was reported by the Board:

<b>Docket</b>	<b>Board Vote</b>
2021-000397-IT-ENF	Tabled
2021-000506-IT-ENF	Dismissed
2021-000508-IT-ENF	Forward to Prosecutions
2021-000526-IT-ENF	Dismissed

**XI. Adjourn:**

Timothy McDonough made a MOTION to adjourn meeting at 12:04 p.m., seconded by Paula Wolfe and unanimously adopted by the Board by a roll call vote.

**List of Documents Used in Open Meeting:**

1. Agenda for meeting of September 9, 2021
2. Draft Minutes of meeting held July 2021
3. Draft Policy on Distance Education

The above Minutes were approved at the Open Meeting held November 18, 2021



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Kristin Mitchell, Executive Director  
Board of Registration of Real Estate Appraisers