

**Massachusetts Board of Registration of Real Estate Appraisers  
Minutes of the Board Meeting held January 9, 2025**

**Time: 10:00 a.m.**

**Location: Microsoft Teams**

**Members Present:**

Michael Giannelli, *Chair, Certified Residential Appraiser Member*  
Paula Wolfe, *Certified Residential Appraiser Member*  
William McLaughlin, *Certified General Appraiser Member*  
Thomas Kokoliadis, *Vice Chair, Banking Member*  
Matthew Jenkins, *AMC Member*  
Paul Yorkis, *Real Estate Broker Member*  
Whitney Demetrius, *Public Member*

**Members Not Present:**

Kenneth Dicks, *Certified General Appraiser Member*  
Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*

**Administrative Staff Present:**

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

Board members, staff, and members of the public appeared by video conference.

- I. Call to Order** – Board Chair Michael Giannelli opened the meeting at 10:07 a.m. and introduced the new Board members Whitney Demetrius and Paul Yorkis.
- II. Vote on Minutes of November 14, 2024**– After brief discussion, a MOTION was made by Mr. Kokoliadis to approve the draft minutes of the open meetings held November 14, 2024, as written. The Motion was seconded by Mr. McLaughlin and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes;” Wolfe – “Yes;” McLaughlin - “Yes;” Jenkins – “Yes;” Yorkis – “Yes;” Demetrius – “Yes”.
- III. DOL Report of Executive Director and Board Counsel:** Kristin Mitchell reported to the Board that there were 44 licenses/permits issued since the last meeting. Ms. Mitchell also informed the board and public of the agency’s move in March 2025. Lynn Read updated the Board on the status of the draft regulations as under review by the Secretariat, before public hearing.

**Next Board Meeting Dates**

Subcommittee – February 13, 2025

Full Meeting – March 13, 2025

- IV. License Application Report:** A MOTION was made by Ms. Wolfe to ratify reviewers’ decisions for License Applications. The Motion was seconded by Mr. Jenkins and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes;” Wolfe – “Yes;” McLaughlin - “Yes;” Jenkins – “Yes;” Yorkis – “Yes;” Demetrius – “Yes”.

<u>Applicant</u>	<u>License Type</u>	<u>Last Action Taken</u>
GR	CR	Board Approved
JC	CG	Board Approved
SB	CR	Board Approved
CL	CR	Board Approved
KG	CR	Board Approved
PL	CG	Board Tabled

- V. Education Report:** A MOTION was made by Ms. Wolfe to ratify reviewers' decisions for Education applications. The Motion was seconded by Mr. Yorkis and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

Provider Name	Course Name	Hours	Type	ResFlag	AQB	Online	Recommendations
MA RI ME Chapter of Appraisal Institute	Economic Outlook & Real Estate Trends 2025	2	CE	R/NR	No	No	Board Approved
Appraiser eLearning	2025 ACTS - Day 1	7	CE	E	No	No	Board Approved
Appraiser eLearning	2025 ACTS - Day 2	7	CE	E	No	No	Board Approved
ASFMRA	Timber Property Valuation	8	CE	E/NR	No	No	Board Approved
ASFMRA	Appraising Ag Facilities Feedlot Seminar	8	CE	E/NR	No	No	Board Approved
MA Chapter of IAAO	2025 Affordable Housing Valuation Seminar	7	CE	R/NR	No	No	Board Approved
McKissock, LP	Residential Appraisal Review and USPAP Compliance	7	CE	E	Yes	Yes	Staff Approved
McKissock, LP	The Appraisal Landscape of Rural Residential Properties	5	CE	E	Yes	Yes	Staff Approved
The CE Shop	Appraisal Statistics	3	CE	E	Yes	Yes	Staff Approved
Appraiser eLearning	Appraiser's Guide to the New URAR	7	CE	E	Yes	No	Staff Approved
The CE Shop	Appraisal Technology and GSE Appraisal Review	4	CE	E	Yes	Yes	Staff Approved

**VI. Board Discussion and Potential Votes:**

**(a) Election of Officers:**

1. A MOTION was made by Ms. Wolfe to nominate Michael Giannelli as Board Chair. The Motion was seconded by Mr. Yorkis and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.
2. A MOTION was made by Mr. Gianelli to nominate Thomas Kokoliadis as Board Vice-Chair. The Motion was seconded by Mr. McLaughlin and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

Demetrius – “Yes”.

**(b) Update of Delegation of Authority:** Kristin Mitchell and Lynn Read explained to the Board each delegation.

1. Delegation of Authority – Execute Orders, Decisions and Agreements: **Voted:** To grant the Board’s Executive Director, Associate Executive Director, and the Deputy Commissioner for Policy and Boards of the Division of Occupational Licensure the authority to sign on behalf of the Board Orders to Show Cause, Consent Agreements, and Final Decisions, consistent with terms established by the Board, and to sign off on case closings. This delegation of authority shall remain in force unless and until overridden by a subsequent vote of the Board. A MOTION was made by Mr. Kokoliadis to accept. The Motion was seconded by Ms. Wolfe and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

2. Delegation of Authority – Hearing Officers: **Voted:** To delegate the authority to act as a Presiding Officer to a Hearings Counsel of the Division of Occupational Licensure for all adjudicatory proceedings conducted pursuant to 801 Code Mass. Regs. §§ 1.00 et seq., in all cases where the Board has voted to issue an Order to Show Cause, Summary Suspension Order, Denial of License or other adjudicatory matter or where an Order to Show Cause will be issued, and to instruct the Board staff to invite a Board member to every adjudicatory hearing. This delegation of authority shall remain in force unless and until overridden by a subsequent vote of the Board. A MOTION was made by Mr. Jenkins to accept. The Motion was seconded by Mr. Yorkis and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

3. Delegation of Authority – Summary Suspension: **Voted:** To delegate the authority to the Executive Director and the Deputy Commissioner for Policy and Boards, in consultation with the Chair and Board Counsel, to issue a written Order of Summary Suspension, pending a 10-day hearing pursuant to G.L. c. 112, § 65B, after determining, based on sworn affidavits and documentary evidence, that a licensee’s continued practice poses an immediate and serious threat to the public health, safety or welfare. This delegation of authority shall remain in force unless and until overridden by a subsequent vote of the Board. A MOTION was made by Ms. Wolfe to accept. The Motion was seconded by Mr. McLaughlin and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

4. Delegation of Authority – Default Decisions: **Voted** – To delegate authority to the Executive Director, or if not available the Associate Executive Director, in consultation with Board Counsel, to find Respondents in default based on failure to respond to Orders to Show Cause, and to impose sanctions

and issue final decisions and orders consistent with the Board's usual guidelines: revoking licenses, upholding fines previously recommended by the Board, and fining for unlicensed practice. This delegation of authority shall remain in force unless and until overridden by a subsequent vote of the Board. A MOTION was made by Mr. Kokoliadis to accept. The Motion was seconded by Mr. McLaughlin and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

**5. Delegation of Authority – Approval of Applications with Minor Discipline Only: Voted** – To delegate authority to the Executive Director, or if not available the Associate Executive Director, in consultation with Board Counsel, to approve applications for licensure or reinstatement that include admissions that the applicant has received discipline by other states solely for a single violation of Continuing Education requirements or an out of state violation that is not a violation in Massachusetts. Applications for reciprocal licensure showing discipline for any other violations shall be reviewed by the Board. A MOTION was made by Ms. Demetrius to accept. The Motion was seconded by Mr. Yorkis and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

- (c) **Training Logs and Federally Related Transactions:** MOTION to table and keep on next agenda made by Mr. Jenkins, second by Mr. McLaughlin. The Motion was unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

- (d) **Draft Announcement on Continuing Education for Reinstatement:** MOTION to table and keep on next agenda made by Mr. Jenkins, second by Mr. McLaughlin. The motion was unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

**VII. Matters Not Reasonably Anticipated:** Nothing to report

**VIII. Executive Session (Closed Session) To discuss individuals’ character, rather than competence (M.G.L. c. 30A, § 21(a)(1)) and/or to comply with the public records law pursuant to G.L. c. 66, § 10 and G.L. c. 4, § 7, ¶ 26(c) to protect highly personal information relating to a named individual (M.G.L. c. 30A, § 21(a)(7):**

- Not Used

**IX. Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:** A MOTION was made by Mr. Kokoliadis to exit Open Session and enter Closed Investigative Conference under M.G.L. c. 112, s. 65C at 11:22 a.m. The Motion

was seconded by Ms. Wolfe and unanimously adopted by the Board by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

The following actions were taken by the Board:

- a. Discussion of the terms of negotiated settlement of complaint(s):
  - i. 2024-000479-IT-ENF – Gave Guidance to Prosecutor
  - ii. 2024-000098-IT-ENF – Gave Guidance to Prosecutor
- b. Discussion of complaints prior to the issuance of an order to show cause:
  - i. 2024-000692-IT-ENF: Dismiss
  - ii. 2024-000840-IT-ENF: Dismiss
  - iii. 2024-000903-IT-ENF: Tabled
- c. Discussion of Potential Complaints: Reports from Fannie Mae – Gave Guidance to Staff

**X. Adjourn:**

Mr. Kokoliadis made a MOTION to adjourn the meeting at 1:29 p.m., seconded by Ms. Wolfe and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; Wolfe – “Yes;” McLaughlin - “Yes”; Jenkins – “Yes”; Yorkis – “Yes”; Demetrius – “Yes”.

The above Minutes were approved at the Open Meeting held March 13, 2025



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

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

Agenda for meeting of January 9, 2025  
Draft Minutes of November 14, 2024  
License applications for examination of Grant Rauscher, Jeffrey Carlson, Shane Barlow, Carter Long, Kurt Gottschalk, and Paul LaPointe  
Delegation of Authority