

**Massachusetts Board of Registration of Real Estate Appraisers
Minutes of the Board Meeting held November 9, 2023**

Time: 10:30 a.m.

Location: Microsoft Teams

Members Present:

Michael Giannelli, *Chair, Certified Residential Appraiser Member*
Thomas Kokoliadis, *Vice Chair, Banking Member*
Paula Wolfe, *Certified Residential Appraiser Member*
Kenneth Dicks, *Certified General Appraiser Member*
Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*

Tracy Sharkey, *Real Estate Broker Member*
Matthew Jenkins, *AMC Member*

Members Not Present:

William McLaughlin, *Certified General Appraiser Member*

Administrative Staff Present:

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

All Board members and staff appeared by videoconference.

- I. Call to Order** – Board Chair Michael Giannelli opened the meeting at 10:33 a.m.
- II. Vote on Minutes of September 14, 2023** – After brief discussion, a MOTION was made by Mr. McDonough to approve the minutes of the open meeting held September 14, 2023, as written. The Motion was seconded by Mr. Dicks and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Jenkins– “Yes;” McDonough – “Yes;” Sharkey – “Yes.”
- III. Executive Director’s Report to the Board:** Kristin Mitchell reported to the Board that there were 41 licenses/permits issued since the last meeting.

Next Board Meeting Date

Full Board Meeting Date: January 11, 2024

- IV. Board Counsel’s Report to the Board** – Ms. Read reported to the Board that the edits to the draft AMC regulations after the Public Hearing were being reviewed by Administration & Finance then the Governors legal office will review. The goal is for the regulations to be published and effective on December 8, 2023.
- V. License Application Report:** A MOTION was made by Ms. Wolfe to accept/approve the applications with the exception of CO & PL. The Motion was seconded by Mr. McDonough and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Jenkins– “Yes;” McDonough – “Yes;” Sharkey – “Yes.”

A MOTION was made by Ms. Wolfe to allow the reviewer of the CO application to approve upon receipt of corrections, and for staff to request more information from PL. The Motion was seconded by Mr. McDonough and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Jenkins– “Yes;” McDonough – “Yes;” Sharkey – “Yes.”

<u>Applicant</u>	<u>License Type</u>	<u>Last Action Taken</u>
CO	CG	Board Approved Pending Further Information
BF	CG	Board Approved
PL	CR	Board Requested Further Information
CH	LA	Board Approved

- VI. Education Report:** A MOTION was made by Mr. McDonough to accept reviewers' decision for Education applications. The Motion was seconded by Mr. Dicks and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Jenkins- “Yes;” McDonough – “Yes;” Sharkey – “Yes.”

<u>Provider Name</u>	<u>Course Name</u>	<u>Hours</u>	<u>Type</u>	<u>ResFlag</u>	<u>AQB</u>	<u>Online</u>	<u>Recommendations</u>
Appraisal Institute	Fundamentals of Appraising Affordable Housing	7	CE	R/E	Yes	No	Staff Approved
McKissock, LP	2024-2025 7-Hour National USPAP Update Course	7	CE	USPAP	Yes	Yes	Staff Approved
JMB Real Estate Academy	2024-2025 7-Hour National USPAP Update Course	7	CE	USPAP	Yes	No	Staff Approved
Dynasty School	Residential Market Analysis & Highest & Best Use	15	CE	R	Yes	Yes	Staff Approved
ASFMRA	2024-2025 7-Hour National USPAP Update Course	7	CE	USPAP	Yes	No	Staff Approved
LeMay School of Real Estate	2024-2025 7-Hour National USPAP Update Course	7	CE	USPAP	Yes	No	Staff Approved
MBREA	2024-2025 7-Hour National USPAP Update Course	7	CE	USPAP	Yes	No	Staff Approved
Appraisal Institute	2024-2025 7-Hour National USPAP Update Course	7	CE	USPAP	Yes	No	Staff Approved
McKissock, LP	2024-2025 7-Hour National USPAP Update Course	7	CE	USPAP	Yes	No	Staff Approved
Appraisal Institute	2024-2025 7-Hour National USPAP Update Course	7	CE	USPAP	Yes	Yes	Staff Approved
ASFMRA	Rapid Fire Case Studies 2023	5	CE-S	NR/E	No	No	Board Approved
ASFMRA	ASFMRA Annual Meeting 2023	6	CE-S	NR/E	No	No	Board Approved

VII. Discussion:

- (a) **Review Draft Amendments to Regulations:** Ms. Read presented the redline draft of regulations for 254 CMR 2.00.

After a brief discussion, Lynn Read will review the federal requirements for formal review of appraisal reports and present back to the Board.

VIII. Matters Not Reasonably Anticipated: Nothing to Report

IX. Public Comment: Chair opened the floor to the public. Nothing to Report.

X. Executive Session: None

XI. Quasi-Judicial Session CLOSED per M.G.L. c. 30A, § 18(d): None

XII. Complaints and Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:

At 11: 20 a.m. a MOTION was made by Mr. McDonough to exit Open Session and enter Closed Investigative Conference under M.G.L. c. 112, s. 65C. The motion was seconded by Mr. Dicks and unanimously adopted by the Board by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Jenkins- “Yes;” McDonough – “Yes;” Sharkey – “Yes.”

After the Investigative Conference the following was reported by the Board:

- a. Discussion of the terms of negotiated settlement of complaint(s):
 - i. 2023-000277-IT-ENF: Gave guidance to prosecutor.

XIII. Adjourn:

Mr. McDonough made a MOTION to adjourn the meeting at 11:44 a.m., seconded by Mr. Kokoliadis and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Jenkins- “Yes;” McDonough – “Yes;” Sharkey – “Yes.”

List of Documents Used in Open Meeting:

- 1. Agenda for meeting of November 9, 2023
- 2. Draft Minutes of September 14, 2023
- 3. Draft Regulations 264 CMR 2.00

The above Minutes were approved at the Open Meeting
held January 11, 2024



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