

**Massachusetts Board of Registration of Real Estate Appraisers
Minutes of the Board Meeting held May 8, 2025**

Time: 10:00 a.m.

Location: Microsoft Teams

Members Present:

Michael Giannelli, *Chair, Certified Residential Appraiser Member*
Thomas Kokoliadis, *Vice Chair, Banking Member*
Kenneth Dicks, *Certified General Appraiser Member*
Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*
Matthew Jenkins, *AMC Member*
Paul Yorkis, *Real Estate Broker Member*
Paula Wolfe, *Certified Residential Appraiser Member*

Members Not Present:

William McLaughlin, *Certified General Appraiser Member*

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 10:06 a.m.
- II. Vote on Open Meeting of March 13, 2025 and Subcommittee Meeting April 10, 2025**– A MOTION was made by Mr. Jenkins to approve the draft minutes of the open meeting held March 13, 2025 and subcommittee meeting held April 10, 2025, as written. The Motion was seconded by Mr. Kokoliadis and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; McDonough - “Yes”; Jenkins – “Yes”; Dicks – “Yes”; Wolfe– “Yes”.
- III. DOL Report of Executive Director and Board Counsel:** Kristin Mitchell reported to the Board that there were 43 licenses/permits issued since the last meeting. Ms. Mitchell also reminded the board and public that the Boards audit is taking place now and the auditors will be at the Board meeting on June 12th. Lynn Read updated on the status of the draft amendment regulations.

Paul Yorkis Entered at 10:28 am.

- IV. License Application Report:** A MOTION was made by Mr. Dicks to invite applicant and their supervisor into the next meeting for questioning as all 3 reports lack summarization of the detailed analysis required when developing the income capitalization approach. The Motion was seconded by Mr. McDonough and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; McDonough - “Yes”; Jenkins – “Yes”; Dicks – “Yes”; Wolfe – “Yes.”

<u>Applicant</u>	<u>License Type</u>	<u>Last Action Taken</u>
BG	CG	Board Invited In

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

Provider Name	Course Name	Hours	Type	ResFlag	AQB	Online	Recommendations
Dynasty Institute	Residential Construction Overview	7	CE	R/E	No	Yes	Staff Approved
Appraisal Institute	Online Appraising Restaurants	7	CE	NR	Yes	Yes	Staff Approved
ACEI dba Calypso Continuing Education	Mold A Growing Concern	4	CE	R/NR/E	No	Yes	Staff Approved
ACEI dba Calypso Continuing Education	Victorian Era Architecture for Real Estate Professionals	4	CE	R/NR/E	No	Yes	Staff Approved
Appraisal Institute	Supporting Adjustments and Reporting the Sales Comparison Approach in the New URAR	3	CE	R	No	No	Board Approved
Appraisal Institute	Reporting Market Analysis and Better Understanding the New URAR	4	CE	R	No	No	Board Approved

VI. Board Discussion and Potential Votes:

(a) Review of Schedule of Full Board Meetings:

Discussed in “Schedule and Content of Subcommittee Meetings” below.

- (b) Schedule and Content of Subcommittee Meetings:** After brief discussion, a MOTION was made by Mr. McDonough to revert subcommittee meetings to complaint reviews only. The Motion was seconded by Ms. Wolfe and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes”; McDonough - “Yes”; Jenkins – “Yes”; Dicks – “Yes”; Wolfe – “Yes; Yorkis – “Yes.”

Mr. Yorkis joined the meeting at or around 10:27 a.m.

The Board discussed the schedule of meetings remaining in 2025, but these designations could change and public meetings will be posted:

6/12/25	Full Board Meeting
7/10	Complaint Subcommittee
8/14	Full Board Meeting
9/11	Complaint Subcommittee
10/9	Full Board Meeting

11/13 Complaint Subcommittee
12/11 Full Board Meeting

MOTION was made by Mr. McDonough to approve the above schedule. The Motion was seconded by Ms. Wolfe and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes;” McDonough - “Yes;” Jenkins – “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Yorkis – “Yes.”

- VII. **Matters Not Reasonably Anticipated:** Mr. Gianelli asked if the application numbers had gone down. Ms. Mitchell advised that they come in waves.
- 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):** A MOTION was made by Mr. Yorkis to exit the public meeting and enter Closed Executive Session at 10:42 a.m., after which the Board would enter Closed Investigative Conference under M.G.L. c. 112, s. 65C and would not return to open session. The Motion was seconded by Mr. McDonough and unanimously adopted by the Board by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes;” McDonough - “Yes;” Jenkins – “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Yorkis – “Yes.”
- See separate Minutes of Executive Session
- IX. **Quasi-Judicial Session CLOSED per M.G.L. c. 30A, § 18(d):**Reserved if needed, not needed.
- X. **Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:** A MOTION was made at 10:37 a.m. by Mr. McDonough to exit Closed Executive Session and enter Closed Investigative Conference under M.G.L. c. 112, s. 65C The Motion was seconded by Mr. Kokoliadis and unanimously adopted by the Board by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes;” McDonough - “Yes;” Jenkins – “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Yorkis – “Yes.”

The following actions were taken by the Board:

- a. Discussion of the terms of negotiated settlement of complaint(s): None
- b. Discussion of complaints prior to the issuance of an order to show cause:
 - i. 2025-000052-IT-ENF: Dismissed with Advisory
 - ii. 2025-000305-IT-ENF: Return to Office of Investigations

XI. **Adjourn:**

Mr. McDonough made a MOTION to adjourn the meeting at 1:18 p.m., seconded by Mr. Jenkins and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis - “Yes;” McDonough - “Yes;” Jenkins – “Yes;” Dicks – “Yes;” Wolfe – “Yes;” Yorkis – “Yes.”

The above Minutes were approved at the Open
Meeting held June 12, 2025

A handwritten signature in black ink that reads "Kristin Mitchell". The signature is written in a cursive, flowing style.

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

List of Documents Used in Open Meeting:
Agenda for meeting of May 8, 2025
Draft Minutes of March 13, 2025
License applications for examination of Brian Gurski