

**Massachusetts Board of Registration of Real Estate Appraisers
Minutes of the Board Subcommittee Meeting held April 10, 2025**

Time: 10:00 a.m.

Location: Microsoft Teams

Members Present:

Michael Giannelli, *Chair, Certified*

Residential Appraiser Member

Thomas Kokoliadis, *Vice Chair, Banking
Member*

Timothy McDonough, *State Licensed*

Appraiser/Municipal Assessor

Kenneth Dicks, *Certified General Appraiser
Member*

Matthew Jenkins, *AMC Member*

William McLaughlin, *Certified General Appraiser Member*

Paul Yorkis, *Real Estate Broker*

Members Not Present:

Paula Wolfe, *Certified Residential Appraiser
Member*

Administrative Staff Present:

Kristin Mitchell, *Executive Director*

Lynn Read, *Board Counsel*

Board members, staff, and members of the public appeared by videoconference.

I. Call to Order – Board Chair Michael Giannelli opened the meeting at 10:01 a.m.

II. License Application Report: After discussion, a MOTION was made by Mr. McDonough to accept the reviewer’s decision. The Motion was seconded by Mr. Dicks and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” McDonough – “Yes;” Dicks – “Yes;” Jenkins – “Yes;” McLaughlin – “Yes;” Yorkis– “Yes.”

Applicant	License Type	Last Action Taken
MT	CR	Board Approved

III. Education Report: A MOTION was made by Mr. McDonough to accept reviewers’ decision for Education applications. The Motion was seconded by Mr. Yorkis and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” McDonough – “Yes;” Dicks – “Yes;” Jenkins – “Yes;” McLaughlin – “Yes;” Yorkis– “Yes.”

Provider Name	Course Name	Hours	Type	ResFlag	AQB	Online	Recommendations
Appraiser eLearning LLC	Staying Out of the Courtroom Unless You're Being Paid to be There	2	CE	R/NR/E	No	No	Board Approved
Appraisal Institute	Case Studies in Appraising Green Residential Buildings	8	CE	R	No	No	Board Approved
Appraiser eLearning LLC	Understanding the Role of Collateral Underwriter	4	CE	E	No	No	Board Approved
Appraisal Institute	Introduction to Green Buildings: Principles & Concepts	8	CE	R/NR	No	No	Board Approved
Appraisal Institute	Residential and Commercial Valuation of Solar	15	CE	R/NR	No	No	Board Approved
ASFMR	Cost Approach Applications	8	CE	E	No	No	Board Approved
ASFMR	Detecting Going Concern & Business Value in an Agricultural Operation	4	CE	E	No	No	Board Approved

Massachusetts Rhode Island & Maine Chapter of the Appraisal Institute	Affordable Housing in the Ocean State: An Overview	2	CE	R/NR	No	No	Board Approved
Massachusetts Rhode Island & Maine Chapter of the Appraisal Institute	Hot Topics in the Real Estate Industry	3	CE	R/NR	No	No	Board Approved
ASFMRA	Appraising Ag Facilities Equine	8	CE	E	No	No	Board Approved
Appraiser eLearning	2025 Val Expo Day 1	7	CE	E	No	No	Board Approved
Appraiser eLearning	2025 Val Expo Day 2	7	CE	E	No	No	Board Approved
ASFMRA	Introduction to Commercial Greenhouse Appraisal	8	CE	E	No	No	Board Approved
Appraisal Institute	OL Case Studies in Appraising Green Commercial Buildings	15	CE	E	Yes	Yes	Staff Approved
Appraisal Institute	OL Case Studies in Appraising Green Residential Buildings	8	CE	R	Yes	Yes	Staff Approved
Appraisal Institute	OL Comparative Analysis	7	CE	R	Yes	Yes	Staff Approved
Appraisal Institute	OL Eminent Domain and Condemnation	7	CE	R	Yes	Yes	Staff Approved
Appraisal Institute	OL General Appraiser Market Analysis and Highest & Best Use	30	CE	NR	Yes	Yes	Staff Approved
Appraisal Institute	General Appraiser Market Analysis and Highest & Best Use	30	CE	NR	Yes	No	Staff Approved
Appraisal Institute	Historic Preservation (Façade) Easements: Appraisal Techniques and Valuation Issues	7	CE	R/NR	Yes	No	Staff Approved
Appraisal Institute	OL Introduction to Green Buildings: Principles & Concepts	8	CE	R/NR	Yes	Yes	Staff Approved
Appraisal Institute	OL Rapid Response: Market Analysis in Volatile Markets	8	CE	R	Yes	Yes	Staff Approved
Appraisal Institute	Residential Report Writing and Case Studies	15	CE	R	Yes	Yes	Staff Approved
Appraisal Institute	Supervisory Appraiser/Trainee Appraiser Course	5	CE	R/NR	Yes	No	Staff Approved
Appraisal Institute	Advanced Residential Applications and Case Studies/Part 1	15	QE	R	Yes	No	Staff Approved
McKissock, LP	Live Webinar: Scope of Work and the New URAR	4	CE	R	Yes	No	Staff Approved
McKissock, LP	Scope of Work and the New URAR	4	CE	R	Yes	No	Staff Approved
McKissock, LP	The Appraiser's Guide to the New URAR	7	CE	R	Yes	Yes	Staff Approved
Appraisal Institute	Advanced Residential Report Writing/Part 2	30	QE	R	Yes	No	Staff Approved
Appraisal Institute	Residential Market Analysis and Highest & Best Use	15	QE	R	Yes	No	Staff Approved
Appraisal Institute	OL Residential Report Writing and Case Studies	15	QE	R	Yes	No	Staff Approved
Appraisal Institute	Residential Sales Comparison and Income Approaches	30	QE	R	Yes	No	Staff Approved
Appraisal Institute	Residential Sales Comparison and Income Approaches	30	CE	R	Yes	No	Staff Approved
Appraisal Institute	FHA Appraising—Principles and Procedures	7	CE	R	Yes	Yes	Staff Approved

IV. Discussion

(a) **Appraisal Foundation: Job Analysis Survey:** Kristin Mitchell explained to the Board that the AQB has sent staff notice of the job analysis survey which is intended to identify tasks & knowledge reflective of the practice of appraisers nationwide. The AQB will then use the results to update specifications for the AQB, National Uniform

Licensing and Examinations. As staff we welcome the Board Members to complete the survey if they choose.

- V. **Matters Not Reasonably Anticipated:** Chair opened the floor to the public and Steven Sousa mentioned the concept paper and asked about the Agency's new location.
- VI. **Quasi-Judicial Session CLOSED per M.G.L. c. 30A, § 18(d):** A MOTION was made by Mr. McDonough to exit Open Session and enter Closed Quasi-Judicial Session under M.G.L. c. 30a, § 18(d). The motion was seconded by Mr. Yorkis and unanimously adopted by the Board by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” McDonough – “Yes;” Dicks – “Yes;” Jenkins – “Yes;” McLaughlin – “Yes;” Yorkis– “Yes.”

i. 2023-000505-IT-ENF: Board decided terms of Final Decision and Order

- VII. **Complaints and Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:** A MOTION was made by Mr. McLaughlin to exit Quasi-Judicial 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;” Dicks – “Yes;” Jenkins – “Yes;” McLaughlin – “Yes;” Yorkis– “Yes.”

After the Investigative Conference the following was reported 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: Tabled, informal conference to be held

VIII. **Adjourn:**

Mr. McDonough made a MOTION to adjourn the meeting at 11:57 a.m., seconded by Mr. Yorkis and unanimously adopted by a roll call vote: Giannelli – “Yes;” Kokoliadis– “Yes;” McDonough – “Yes;” Dicks – “Yes;” Jenkins – “Yes;” McLaughlin – “Yes;” Yorkis– “Yes.”

List of Documents Used in Open Meeting:

1. Agenda for meeting of April 10, 2025
2. License Application for Examination of Mark Tomaso
3. Correspondence re: Job Analysis Survey

The above Minutes were approved at the Open Meeting held May 8, 2025

A handwritten signature in black ink that reads "Kristin Mitchell". The signature is written in a cursive style with a large, stylized "K" and "M".

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