

**Massachusetts Board of Registration Real Estate Appraisers  
Minutes of the Board Meeting held on January 14, 2021**

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

**Location: Microsoft Teams**

**Members Present:**

Michael Giannelli, *Certified Residential Appraiser Member*  
Matthew Jenkins, *AMC Member*  
Thomas Kokoliadis, *Banking Member*  
Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*  
Tracy Sharkey, *Licensed Real Estate Broker*  
Paula Wolfe, *Certified Residential Appraiser Member*

**Administrative Staff Present:**

Mari Cooney, *Executive Director*  
Kristin Mitchell, *Associate Executive Director*  
Tamara Smith, *Program Coordinator*  
Milla Lewis, *Administrative Assistant*  
Lynn Read, *Board Counsel*

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, all board members and staff appeared by videoconference.

**Call to Order** – Michael Giannelli opened the meeting at 10:36 a.m.

**Vote on Minutes of November 12, 2020** – A MOTION was made by Thomas Kokoliadis to approve the minutes as amended. The Motion was seconded by Tracy Sharkey and unanimously adopted by the Board by a roll call vote.

**Executive Director's Report to the Board:**

Executive Director, Mari Cooney, reported to the Board the numbers of current licensees. Also, the Baker administration is continuing with remote virtual format meetings and has not announced when on-site meetings must resume.

**Schedule Next Board Meeting Date**

Subcommittee Meeting Date: February 11, 2021

Full Board Meeting Date: March 11, 2021

**Board Counsel's Report to the Board:**

Lynn Read reported to the Board on AMC Regulation updates. They are still currently under review with the Secretariat and our General Counsel has informed her that this review will be finished as soon as possible.

**Election of Board Officers:**

A MOTION was made by Thomas Kokoliadis to nominate Michael Giannelli as Chairperson of the Real Estate Appraiser Board. The MOTION was seconded by Paula Wolfe and unanimously adopted by the Board by a roll call vote.

A MOTION was made by Michael Giannelli to nominate Thomas Kokoliadis as Vice-Chairperson of the Real Estate Appraiser Board. The MOTION was seconded by Timothy McDonough and unanimously adopted by the Board by a roll call vote.

**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 Paula Wolfe and unanimously adopted by the Board by a roll call vote.

<b><u>Applicant</u></b>	<b><u>TC</u></b>	<b><u>Last Action Taken</u></b>
JB	CR	Board Approved
GC	CG	More Reports Requested

**Education Report:**

A MOTION was made by Thomas Kokoliadis to accept Board Reviewers' recommendations of approval for education courses. The Motion was seconded by Paula Wolfe and unanimously adopted by the Board by a roll call vote.

Courses For Agenda						
Provider Name	Course Name	Hours	Type	Res Flag	AQB	Recommendations
MA & RI Chapter of Appraisal Institute	Aerial Inspections For Real Estate	3	C	NR	N	Board Approved
The Columbia Institute	Appraising for the VA	5	C	E	Y	Staff Approved
McKissock	Best Practices for Completing Bifurcated and Hybrid Appraisals	3	C	E	Y	Staff Approved
American Society of Appraisers	Sales Comparison Approach Seminar	8	S	E/NR	N	Board Approved
American Society of Appraisers	Highest & Best Use Seminar	8	S	E/NR	N	Board Approved
MA& RI Chapter of Appraisal Institute	Economic Outlook and RE Trends 2021	2	C	NR	N	Board Approved
Appraiser eLearning LLC	ANSI, Home Measurement & the Power of Price Per Square Foot	7	C	E	N	Board Approved
Appraiser eLearning LLC	Public Records, Square Footage & the Real Estate Information Crisis	7	C	E	N	Board Approved
Appraiser eLearning LLC	Commercial Property Valuation	7	C	E	N	Board Approved
Appraiser eLearning LLC	Depreciated Replacement Cost	7	C	E	N	Board Approved
Appraiser eLearning LLC	Appraiser's Guide to Covering Your Appraisals	4	C	E	N	Board Approved
Appraiser eLearning LLC	Selecting and Supporting Market Adjustments	3	C	E	N	Board Approved
Appraiser eLearning LLC	Sales Comparison Approach: A Course on Analysis and Reporting	7	C	E	N	Board Approved

Appraiser eLearning LLC	Appraising 2-4 Unit MF Properties	7	C	E	N	Board Approved
Appraiser eLearning LLC	Appraiser Liability 101: Essential Concepts	4	C	E	N	Board Approved
Appraisal Institute	Online Excel Applications for Valuation	8	S	E	Y	Staff Approved
OREP	Non-Lending Appraisal Assignments	7	C	E	Y	Staff Approved
McKissock, LP	Appraising Small Apartment Properties	4	C	E	Y	Staff Approved
McKissock, LP	Using Appraisal Report Templates Responsibly	3	C	E	Y	Staff Approved
McKissock, LP	Bifurcated and Hybrid Appraisal: A Practical Approach	4	C	E	Y	Staff Approved
McKissock, LP	Fundamentals of Expert Witness Testimony	4	C	E	Y	Staff Approved
Appraisal Institute	The Appraiser's Guide to Expert Witnessing	7	S	E	Y	Staff Approved

**Discussion:**

Review of Regulations. The Board tabled the discussion.

Matters Not Reasonably Anticipated. Nothing to report.

**Board Chair opened meeting to the Public:**

- (a) Steve Sousa asked the Board if a course taken for discipline must be taken with the exam. The Board advised yes.

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

At 10:50 AM a MOTION was made by Thomas Kokoliadis to exit Open Session and enter Closed Investigative Conference under M.G.L. c. 112, s. 65C and not resume except to adjourn. 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 Action</b>
2020-000434-IT-ENF	Dismissed with Advisory
2020-000468-IT-ENF	Forward to Prosecutions
2020-000480-IT-ENF	Contingent Dismissal
2020-000495-IT-ENF	Tabled

**Adjourn**

Timothy McDonough made a MOTION to adjourn meeting at 12:10 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 January 14, 2021
2. Draft Minutes of meeting held November 12, 2020

The above Minutes were approved at the Open Meeting held March 11, 2021



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Mari Cooney, Executive Director  
Board of Registration of Real Estate Appraisers