

MINUTES
ALABAMA REAL ESTATE APPRAISERS BOARD
RSA UNION STREET
SUITE 370
MONTGOMERY, ALABAMA
March 20, 2014

MEMBERS PRESENT:

Mrs. Dot Wood (Chairman)
Mr. Christopher Baker (Vice-Chairman)
Mr. Kenneth D. Wallis, III
Mr. Richard D. Pettey
Ms. Angie Frost
Mr. Robert Butler
Mr. Chester Mallory
Mr. Edmond G. Eslava, III
Mr. Dennis Key

MEMBERS ABSENT:

None

OTHERS PRESENT:

Mrs. Lisa Brooks, Executive Director
Ms. Neva Conway, Legal Counsel
Mrs. Carolyn Greene, Executive Secretary
Mr. Sam Davis, Investigator
Mr. Joe Dixon, Investigator

GUESTS PRESENT:

Mr. Randy Grayson, Grant, AL
Mr. Fred Crochen, outgoing Board member
Ms. Penny Nichols, Certified Residential Real Property Appraiser, Millbrook, AL
Mr. Lew Watson, Certified General Real Property Appraiser, Lincoln, AL

- 1.0 With quorum present Mrs. Dot Wood, Chairman, called the meeting to order at 8:23 a.m. Mrs. Carolyn Greene, Executive Secretary, recorded the minutes. The meeting was held in the 3rd Floor Conference Room, 100 North Union Street, Montgomery, Alabama. Prior notice of the meeting was posted on the Secretary of State's website on January 3, 2014 in accordance with the Alabama Open Meetings Act.
- 2.0 The meeting was opened with prayer, led by Mr. Crochen, followed by the Pledge of Allegiance, led by Mr. Baker.
- 3.0 Members present were Mr. Kenneth Wallis, III, Mrs. Dot Wood, Mr. Edmond G. Eslava, III, Mr. Chris Baker, Mr. Robert Butler, Ms. Angie Frost, Mr. Richard D. Pettey, Mr. Dennis Key and Mr. Chester Mallory.

Mrs. Wood welcomed the guests present and asked Board Members to introduce themselves.

Ms. Conway conducted the swearing in ceremonies of new Board members Mr. Robert Butler, replacing Mr. Fred Crochen, Ms. Angie Frost, AMC member, replacing Mr. Mark Moody, and Mr. Richard D. Pettey, replacing Mr. Joseph T. Lundy. Mrs. Brooks welcomed the new Board members and told them that she looked forward to working with them.

Mr. Randy Grayson addressed the Board regarding his closed license.

4.0 On motion by Mr. Wallis and second by Mr. Baker, the regular minutes for January 16, 2014 were approved as written. Motion carried by unanimous vote.

5.0 Ms. Conway discussed 56-CV-2011-900009.00 (Joshua M. Smith V. Alabama Real Estate Appraisers Board) with the Board. Ms. Conway stated that this case is on appeal for the second time and that she has no additional news to report at this time.

6.0 Mr. Wallis discussed SB73/HB202 with the Board. This Bill adds language to the law to require background checks on all applicants for licensure. Mr. Wallis stated that SB73 is in the House waiting to be put on the Calendar for its third reading and that HB202 is in the Senate on the Calendar for its third reading.

Mr. Wallis discussed the Boards need for a Legislative Consultant to track legislation that could affect the Board. Mrs. Brooks and Ms. Conway will research this and report back to the Board.

Mr. Key told the Board that the Appraisal Institute has a tracking system service that flags appraisal related Bills and that he will research it and report back to the Board.

At this time Mrs. Wood presented outgoing Board member, Mr. Fred Crochen with a Proclamation of Appreciation from Governor Bentley. Mrs. Brooks expressed her gratitude to the out-going Board members, Mr. Fred Crochen, Mr. Joseph Lundy and Mr. Mark Moody, for their service to the Board and Mrs. Brooks' pleasure in working with them during their tenure. Mr. Lundy's and Mr. Moody's Proclamations of Appreciation will be mailed to them.

At this time Mr. Wallis presented Mrs. Wood with a Proclamation of Appreciation from Governor Bentley and a plaque in appreciation for her service as Chairman.

Mr. Wallis made a motion to hold the annual election of officers to be effective at the end of the Board meeting. Mr. Key seconded the motion. Mrs. Wood opened nominations for the Chairman position. Mr. Mallory made a motion to nominate Mr. Baker for the position of Chairman. Mr.

Petty seconded the nomination. On motion by Mr. Wallis and second by Mr. Mallory the nominations were closed. The Board voted to elect Mr. Baker as Chairman of the Board. Motion carried by unanimous vote.

Mrs. Wood opened nominations for the Vice-Chairman position. Mr. Wallis nominated Mr. Eslava for the position of Vice-Chairman. Mr. Mallory seconded the nomination. On motion by Mr. Wallis and second by Mr. Mallory, the nominations were closed. The Board voted to elect Mr. Eslava as Vice-Chairman of the Board. The motion carried by unanimous vote.

7.0 On motion by Mr. Key and second by Mr. Eslava the following applications were voted on as listed. Motion carried by unanimous vote.

7.1 **Trainee Real Property Appraiser applications approved:** Christopher James Bertram, Robert Eugene Ingram, Jr., David Zachary Mazzei and Jai B. Patel (Recip.)(CO). **Applications deferred:** None. **Applications denied:** None.

Trainee Real Property Appraiser Experience Logs for Review: Logs approved: Jonathan Entrekin, Donald Haynes, Denise Hill, Abby E. Jones, Ashley Joseph and Kristen Medlin. **Logs deferred:** Markus Dunn and John Kenneth Lewis. **Logs denied:** None.

7.2 **State Registered Real Property Appraiser applications approved:** None. **Application deferred:** Leah Pryor. **Application denied:** None.

7.3 **Licensed Real Property Appraiser applications approved:** None. **Application deferred:** None. **Applications denied:** None.

7.4 **Certified Residential Real Property Appraiser applications approved:** Christal Eillene Bennett (Recip.)(FL), Brent Franklin, Jeffrey Ryan Perrine (Recip.)(FL), and Dustin H. Phillips. **Application deferred:** Kevin Haefner. **Applications denied:** None.

7.5 **Certified General Real Property Appraiser applications approved:** Brian Foster Bisema (Recip.)(MA), Melissa Kathryn Blakely (Recip.)(GA), Joe Whitfield Butler (Recip.)(GA), Jerrod Lee Gaertner (Recip.)(TN), Joseph Patrick Gibson (Recip.)(TN), David B. Griffin (Recip.)(GA), Robert A. Jaeger (Recip.)(GA), Thomas Steven Martucci (Recip.)(FL), Benjamin Ford McDaniel (Recip.)(FL), Robert Lowe McGough, Michael Rex Nelms (Recip.)(GA), Sellers Payne, Michael Quinton Poppell (Recip.)(FL), James Edward Rogers (Recip.)(GA), Jason Paul Shirey (Recip.)(FL), Janet L. Snyder (Recip.)(NC), Michael Shannon Spillman (Recip.)(GA), Thomas B. Statham (Recip.)(Ga), Matthew Gregory Tincknell (Recip.)(GA), James Toro (Recip.)(FL), Louis Anthony Yorey (Recip.)(NJ) and Ryan Lee Zink (Recip.)(FL). **Application deferred:** Gregory Paul Thompson. **Applications denied:** None.

- 7.6 **Mentor applications approved:** Gregory Scott Lakas and Douglas Wilson. **Applications deferred:** Chris B. Moore. **Applications denied:** None.

Mr. Wallis discussed Darryl Truett's license with the Board.

- 8.0 Mrs. Brooks presented the Finance report and stated that the Board was 41% into Fiscal Year 2014 and 43% into budget expenditures. Mrs. Brooks stated that there were no negative trends that could not be reconciled at this time.

On motion by Mr. Baker and second by Mr. Key, the Board voted to approve the Financial Report. Motion carried by unanimous vote.

- 9.0 On motion by Mr. Baker and second by Mr. Key, the following education courses and instructor recommendations were approved, deferred, or denied as indicated. Motion carried by unanimous vote.

APPRAISAL UNIVERSITY

- (CE) 2014-2015 7-Hour Equivalent USPAP Update Course – 7 Hours – Online
(Instructor: Timothy Detty)
Both Course and Instructor Approved

ALLIED BUSINESS SCHOOLS, INC.

- (CE) 2014-2015 7-Hour Equivalent USPAP Update Course – 7 Hours – Online
(Instructor: Sam Martin)
Both Course and Instructor Approved

CAREER WEBSCHOOL

- (LIC) 2014-2015 15 Hour Equivalent USPAP Course – 15 Hours – Online
(Instructor: AM Bud Black)
Both Course and Instructor Approved

INTERNATIONAL RIGHT OF WAY ASSOCIATION

- (CE) 901 – Engineering Plan Development and Application – 8 Hours – Classroom
(Instructor: Richard Diaz)
Both Course and Instructor Approved
- (CE) 104 – Standards of Practice for the Right of Way Professional – 8 Hours – Classroom
(Instructor: Joe Neighbors)
Both Course and Instructor Approved

- (CE) 207 – Practical Negotiations for US Federal Funded Land Acquisitions – 16 Hours – Classroom
(Instructor: Clyde Johnson)
Both Course and Instructor Approved
- (CE) 400 – Principles of Real Estate Appraisal – 16 Hours – Classroom
(Instructor: Edmond Eslava)
Both Course and Instructor Approved
- (CE) 802 – Legal Aspects of Easements – 8 Hours – Classroom
(Instructor: Joe Neighbors)
Both Course and Instructor Approved

MCKISSOCK, LP

- (CE) Appraisal of Self-Storage Facilities – 7 Hours – Online
(Instructor: Tracy Martin)
Both Course and Instructor Approved
- (CE) The Thermal Shell– 3 Hours – Online
(Instructor: Tracy Martin)
Both Course and Instructor Approved
- (CE) Heating, Ventilation and Air Conditioning Systems in Green Building – 4 Hours – Online
(Instructor: Tracy Martin)
Both Course and Instructor Approved
- (CE) UAD – Up Close and Personal – Live Webinar – 3 Hours – Online
(Instructors: Tracy Martin and Dan Bradley)
Both Course and Instructors Approved
- (CE) Analyze This! Applications of Appraisal Analysis – Live Webinar – 4 Hours – Online
(Instructors: Tracy Martin and Dan Bradley)
Both Course and Instructors Approved
- (CE) 2014-2015 7 Hour National USPAP Update Equivalent – 7 Hours – Classroom
(Instructors: Dan Bradley, Wally Czekalski, Ken Guilfoyle, Chuck Huntoon, Tracy Martin, Larry McMillen, Steve Vehmeier, Susanne Barkalow, John Smithmyer and Steve Maher)
Both Course and Instructors Approved

REQUEST FOR CONTINUING EDUCATION CREDIT

Mrs. Brooks discussed a request from Mr. Wesley Pinyan for credit for attending the Course 101 – Financial Analysis for Commercial Investment Real Estate. On motion by Mr. Baker and second by Mr. Key, the Board voted to grant 7 hours continuing education credit to Mr. Pinyan. Motion carried by unanimous vote.

The Board reviewed the following disciplinary reports.

AB-12-23; AB 12-25 – On January 16, 2014, the Board approved a Consent Settlement Order with Roger Pugh, G00162 where Licensee agreed to pay an administrative fine of \$8,000 to the Board. The violations in the reports are as follow: In **AB 12-23**, Licensee failed to fully identify the characteristics and attributes of the subject. Information provided for the main residence was limited and no information was provided for the second residence except an exterior photo. Licensee failed to provide the analysis for the differences in site and differences in location of the Subject and comparables. Licensee failed to provide the analysis of the actual age, when the actual age of the Subject (*6 years*) and the comparables (*C#1-72 years, C#2-15 years, C#3-87 years*) were different. The actual ages provided were not supported by the data source. Licensee failed to provide the analysis when a second residence was present on the property. For comparable #1/Garage-Carport section, Licensee stated “None” when the data source reports there was a 3-car garage. In Comparable #1, Licensee failed to completely list and analyze the amenities reported in the data source: located on the crest of Red Mountain with a view of the city on an estate size lot, with energy efficient items, an elevator, a gated entrance to the property, fireplaces, a playhouse and a generator. In Comparable #2, Licensee failed to completely list and analyze the amenities reported in the data source: energy efficient items, elevator, fireplaces and a generator. In Comparable #3, Licensee failed to completely list and analyze the amenities reported in the data source: energy efficient items, indoor fireplaces, outdoor fireplace, putting green and generator. The appraisal was used for a tax appeal and Licensee’s decision to use a Fannie Mae Mortgage Form to report the appraisal without striking the mortgage language from the form results in a misleading report. In the Site/Dimensions, Area and Shape sections, Licensee provided information that was not accurate: The dimensions were not complete; the square footage of the area analyzed was not credible; the shape was stated as rectangular, when it was irregular. In the Improvements/General Description section, Licensee reported improvements as a “one” unit when there was a second residence on the property. In the Sales Comparison Approach/Actual Age section, Licensee stated and analyzed incorrect actual ages for the Subject and comparables. In the Sales Comparison Approach/Porch-Patio-Deck section, Licensee failed to provide an analysis of the porch/patio for the Subject and comparables. In the Sales Comparison Approach/Comparable #1/Garage-Carport section, Licensee stated “None” when the data source provides there was a 3-car garage. In the Reconciliation section, Licensee indicates the appraisal is made “as is”. In the Additional Comments section, Licensee provided information about the room count of the home that did not reflect the room count information provided in the Improvement section and/or Sales Comparison Approach section of the appraisal report. Licensee failed to identify the client by name and did not comply with USPAP when the client name is omitted at the client’s request. Licensee failed to identify the intended user or comply with USPAP when the intended user’s name is omitted. Licensee

failed to identify the intended use of the report. Licensee, in the Neighborhood/Present Lane Use % section, failed to analyze the complete land use percentages of the named neighborhood or the described neighborhood. Licensee failed to provide the information on the commercial land use or explain the 10% other land use within the neighborhood. Licensee, in the Neighborhood/Neighborhood Description section, provided a general comment that did not actually provide a neighborhood description of the neighborhood. (*White collar neighborhood with high end residence*) Licensee reported the appraisal Fannie Mae Form 1004/Freddie Mac Form 70 March 2005 version. The appraisal report form was not designed for the appraisal of a property within two residences, which resulted in the form failing to provide sufficient information on the second residence appraised/analyzed. Licensee, in the Sales Comparison Approach/Sales or Financing Concessions section, failed to provide the sales information and analysis. Licensee, in the Sales Comparison Approach/Location section, failed to provide the actual elements of comparison for the location of the Subject and comparables that would have been analyzed. Licensee, in the Sales Comparison Approach/Site section, failed to provide information of the analysis of the difference in the Subject site and the site of the comparables. Licensee, in the Sales Comparison Approach/Actual Age section, failed to provide the analysis of the difference in the actual age of the Subject (*6 years*) and the comparables (*C#1-72, C#2-15, C#3-87*). (*actual age analyzed was not accurate*) In the Sales Comparison Approach/Comparable #1 & Comparable #2/Total Room Count sections, Licensee failed to provide an analysis of the differences in the total room count. In the Sales Comparison Approach/Subject, Comparable #1 & Comparable #3/Second Residence section, stated only "Yes" without providing sufficient information as to the analysis of the guest house; no information provided for GLA/square feet, room count, amenities. In the Sales Comparison Approach/Comparable #1 section, Licensee failed to state and analyze the amenities listed in the data source: located on the crest of Red Mountain with a view of the city on an estate size lot, energy efficient items, elevator, gated entrance to the property, 3 car garage, fireplaces, playhouse and generator. In the Sales Comparison Approach section, Licensee failed to provide an analysis of the pools and media rooms. Licensee failed to explain the exclusion of the Cost Approach and the Income Approach within the appraisal report. Licensee failed to provide a sketch of the Subject in the appraisal report when a reference to the sketch was elsewhere in the report. Licensee failed to identify the client within the appraisal report. Licensee failed to comply with USPAP when the client is not named. Licensee failed to identify the intended use of the report. Licensee failed to explain the exclusion of the Cost Approach and Income Approach, which was not employed within the appraisal process. **Violation: Standards Rule 1-2(e); 1-4(a); 2-1(a); 2-1(b); 2-2(b)(i); 2-2(b)(ii); 2-2(b)(viii), USPAP, 2012-13 Edition.** In the case of **AB-12-25**, Licensee reported and communicated the results of a retrospective market value appraisal assignment for an ad valorem tax protest on a Fannie Mae Form 1004/Freddie Mac Form 70 March 2005, a mortgage lending form and did not strike out the many references to mortgage lending, resulting in misleading language in the report. The

appraisal report form (1004) was not designed for retrospective market value appraisals. Licensee included and considered a sale that occurred after the effective date of value. Licensee failed to research, collect, verify and analyze the necessary information/data in preparing and developing the appraisal assignment. *(No analysis of the property tax assessment of the Subject, comparable or neighborhood properties.)* Licensee failed to identify an appropriate scope of work. Licensee failed to analyze that the Subject is located within a gated, planned community/development with restrictions, covenants and special assessments. Licensee failed to identify the Scope of Work necessary for a retrospective ad valorem tax protest appraisal. For Comparable #3, Licensee failed to analyze the \$6,000 seller concession, and the homeowners' association fees. For Comparable #2 Licensee failed to analyze all the amenities listed in the data source: planned gated community/development with a scenic view of the river valley, energy efficient items, appliances and fireplaces. Comparable #3 sale occurred after the effective date of the retrospective appraisal report. The sale would not have been available for analysis by an appraiser on the effective date of the appraisal report. In the Neighborhood/Market Conditions section, Licensee provided a comment "All properties in this neighborhood sell within 30 days of listing assuming the listing price is realistic." The comment is inconsistent with the Neighborhood/One Unit Housing Trend/Marketing Time section and is not supported by Licensee's workfile. Licensee failed to identify the client by name or comply with USPAP requirements when the identity of the client is omitted. In the Subject/Special Assessment HOA section Licensee failed to provide the homeowners' association fee. Licensee failed to provide information on the commercial land use or explain the 5% other land use analyzed within the neighborhood. Licensee described the neighborhood as white collar neighborhood. In Comparable #3, Licensee failed to analyze the \$6,000 seller concession. Licensee failed to explain the exclusion of the Cost Approach and Income Approach within the appraisal report. Licensee's sketch did not include the second floor, porch, deck, patio and basement (garage) of the improvements to the Subject property. Licensee failed to provide an analysis of the tax assessment records for the Subject, comparables and neighborhood properties. Licensee did not include the name of the client or comply with USPAP when the client name is omitted.

Licensee failed to explain the exclusion of the Cost Approach and Income Approach, which were not employed within the appraisal process.

Violation: ETHICS RULE

Conduct; Standards Rule 1-1(b); 1-2(e)(iv); 1-2(h); 1-4(a); 2-1(a); 2-1(b); 2-2(b)(i); 2-2(b)(viii), USPAP, 2010-11 Edition.

Ms. Conway discussed with the Board the investigative status charts. Ms. Conway informed the Board 3 new complaints were received since the January 2014 Board meeting, 6 complaints were dismissed, and 2 complaints were settled, leaving a total of 40 open complaints.

11.0

The Board reviewed Probable Cause Report **AB-13-37**: With Mr. Baker recusing, on motion by Mr. Wallis and second by Mr. Key, the Board voted that probable cause does exist and to set this case for a hearing. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-38**: With Mr. Baker recusing, on motion by Mr. Wallis and second by Mr. Key, the Board voted to accept the Disciplinary Committee's recommendation that probable cause does not exist and to dismiss this case. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-39**: With Mr. Baker recusing, on motion by Mr. Key and second by Mr. Wallis, the Board voted to accept the Disciplinary Committee's recommendation that probable cause does exist and to set this case for hearing. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-44**: With Mr. Baker recusing, on motion by Mr. Wallis and second by Mr. Key, the Board voted to accept the Disciplinary Committee's recommendation that probable cause does exist and to set this case for hearing. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-45**: With Mr. Baker recusing, on motion by Mr. Mallory and second by Mr. Wallis, the Board voted to accept the Disciplinary Committee's recommendation that probable cause does exist and to set this case for hearing. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-46**: With Mr. Baker recusing, on motion by Mr. Key and second by Mr. Wallis, the Board voted to accept the Disciplinary Committee's recommendation that probable cause does exist and to set this case for hearing. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-47**: With Mr. Baker recusing, on motion by Mr. Key and second by Mr. Wallis, the Board voted to accept the Disciplinary Committee's recommendation that probable cause does not exist and to dismiss this case. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-54**: With Mr. Baker recusing, on motion by Mr. Butler and second by Mr. Key, the Board voted probable cause does not exist and to dismiss this case. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-55**: With Mr. Baker recusing, on motion by Mr. Butler and second by Mr. Key, the Board voted probable cause does not exist and to dismiss this case. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-57**: With Mr. Baker recusing, on motion by Mr. Butler and second by Mr. Key, the Board voted probable cause does not exist and to dismiss this case. Motion carried by unanimous vote.

The Board reviewed Probable Cause Report **AB-13-58**: With Mr. Baker recusing, on motion by Mr. Butler and second by Mr. Key, the Board voted probable cause does not exist and to dismiss this case. Motion carried by unanimous vote.

12.0 The Board reviewed the Consent Settlement Order on **AB-09-06**. On motion by Mr. Baker and second by Mr. Key, the Board voted to approve this Consent Settlement Order. Motion carried by unanimous vote.

The Board reviewed the Consent Settlement Order on **AB-13-17 (John T. Woodall, R00285)**. With Mr. Key recusing, on motion by Mr. Mallory and second by Mr. Eslava, the Board voted to approve this Consent Settlement Order. Motion carried by unanimous vote.

13.0 The following reciprocal licenses were issued since last meeting: Christal Eillene Bennett ('R' FL), Brian Foster Bisema ('G' MA), Melissa Kathryn Blakely ('G' GA), Joe Whitfield Butler ('G' GA), Jerrod Lee Gaertner ('G' TN), Joseph Patrick Gibson ('G' TN), David B. Griffin ('G' GA), Robert A. Jaeger ('G' GA), Thomas Steven Martucci ('G' FL), Benjamin Ford McDaniel ('G' FL), Michael Rex Nelms ('G' GA), Jai B. Patel ('T' CO), Jeffrey Ryan Perrine ('R' FL), Michael Quinton Poppell ('G' FL), James Edward Rogers ('G' GA), Jason Paul Shirey ('G' FL), Janet L. Snyder ('G' NC), Michael Shannon Spillman ('G' GA), Thomas B. Statham ('G' GA), Matthew Gregory Tincknell ('G' GA), James Toro ('G' FL), Louis Anthony Yorey ('G' NJ) and Ryan Lee Zink ('G' FL).

14.0 The Temporary Permit report was provided to the Board for their information.

15.0 The Appraisal Management report was provided to the Board for their information.

16.0 Mrs. Brooks discussed the following Administrative Items:

- Mr. Lew Watson has been appointed and confirmed to fill the District 3 Board position.
- Mr. Billy Cotter has been appointed and confirmed to fill the District 2 Board position.
- Statements of Economic Interest forms, included along with the instructions in the Board books, which are due by April 30, 2014.
- An email from Mr. Dave Jackson regarding the Experience Points requirement.

- An email from Mr. Denny Key regarding Legislation on Appraisal Reviewers.

Mrs. Brooks discussed the following Appraisal Subcommittee Compliance Review Preliminary Findings. Mrs. Brooks will submit her response to these findings.

- Regarding Statutes and Regulations:
 - AQB Criteria requires that Supervisory Appraisers shall not have been subject to any disciplinary action within any jurisdiction within the last 2 years that affects the Supervisory Appraiser's legal eligibility to engage in appraisal practice. Alabama's Administrative Code has no such requirement.
 - Alabama's reciprocal policy does not comply with the requirements of Title XI and ASC Policy Statement 5.
- There were no compliance issues found with the Temporary Permit process.
- There were no compliance issues found with the National Registry.
- Regarding the processing of applications:
 - AQB Criteria requires experience claimed by an appraiser applicant must include, in the experience log, the number of actual work hours performed by the applicant on each assignment. Alabama relies on a point system for experience logs and applicants are instructed to record points as well as actual hours on experience logs. An applicant was granted an upgrade from licensed classification to certified classification but the actual hours claimed on the experience log did not total the 500 hours required by the AQB.
- Regarding Reciprocity:
 - Alabama's reciprocal policy does not comply with the requirements of Title XI and ASC Policy Statement 5. Alabama's reciprocal application requires the applicant to be from a State that has a reciprocal agreement listed on their website.
- There were no issues found with Education processing.

- Regarding Enforcement:
 - By policy, the Board dismissed complaints involving appraisals that were more than 5 years old based on the Record Keeping Rule in USPAP, which specifies that appraisers must retain their workfile for at least 5 years.

17.0 Mr. Eslava discussed the AMC fee study.

Mr. Key discussed AMC bankruptcy with the Board.

Mrs. Brooks discussed the new Inactive Status for clarification. On motion by Mr. Mallory and second by Mr. Baker, the Board voted to grant Mrs. Brooks the authority to make internal policy decisions regarding the Inactive Status. Motion carried by unanimous vote.

On motion by Mr. Mallory and second by Mr. Baker, the Board voted to make the Inactive Status Application Fee \$175. Motion carried by unanimous vote.

On motion by Mr. Mallory and second by Mr. Baker, the Board voted to make the Re-activation of License Fee \$335 for Trainee Real Property Appraiser and State Registered Real Property Appraiser and \$375 for Licensed Real Property Appraiser, Certified Residential Real Property Appraiser and Certified General Real Property Appraiser. Motion carried by unanimous vote.

18.0 On motion by Ms. Frost and second by Mr. Key, the Board voted to move the Board meeting start time to 9:00 a.m. Motion carried by unanimous vote.

On motion by Mr. Eslava and second by Ms. Frost, the Board voted to deny Mr. Randy Grayson's request for a license waiver. Motion carried by unanimous vote.

Mrs. Brooks discussed an email from Mrs. Lori Kaiser regarding mandatory termite inspections.

19.0 At 10:47 a.m., on motion by Mr. Baker and second by Ms. Frost, the Board voted to adjourn the regular Board meeting. Motion carried by unanimous vote. The Board's meeting schedule for the remainder of 2014 is May 15, 2014, July 17, 2014, September 18, 2014 and November 20, 2014 in the 3rd Floor Conference Room, 100 North Union Street, Montgomery, Alabama.

Sincerely,

Carolyn Greene
Executive Secretary
/cg

APPROVED: _____
Dot H. Wood, Chairman