

KENTUCKY REAL ESTATE APPRAISERS BOARD

TYPE OF MEETING

Regular Meeting

DATE AND LOCATION

May 28, 2008

PRESIDING OFFICER

J.W. Grabeel, Chair

ROLL CALL

Present:

J.W. Grabeel, Chair
Loren C. Huff, Vice Chair
Dorsey Hall, Board Member
Paul Moore, Board Member

Present Also:

Larry Disney, Executive Director
Angie Thomas, Staff Assistant
James Grawe, Board Counsel
Tom Veit, Investigator

Absent:

Theresa Marshall, Board Member
Dennis Badger, Investigator

Chair, J.W. Grabeel opened the meeting by welcoming all the guest.

Motion by Dorsey Hall, second by Paul Moore and the Board unanimously approved the April 24, 2008 minutes.

EDUCATION

Motion by Paul Moore, second by Dorsey Hall and the Board unanimously agreed to approve the following education courses for fiscal year 2008-09:

A. Courses for RENEWAL AND OR NEW fiscal year 2008-09:

- (1) McKissock Appraisal School – Three (3) classroom continuing education, ten (10) virtual classroom qualifying education, fourteen (14) virtual classroom continuing education and three (3) new virtual classroom continuing education courses:

Classroom continuing education:

- (a) Appraisal Trends – 7 hours
- (b) National USPAP Update (Appraisal Foundation) – 7 hours
- (c) 2008-2009 – National USPAP Update Equivalent – 7 hours

Virtual Classroom Qualifying education courses:

- (a) Advanced Residential Applications and Case Studies – 15 hours
- (b) Appraisal Subject Matter Electives – 20 hours
- (c) Basic Appraisal Principles – 30 hours
- (d) Basic Appraisal Procedures – 30 hours
- (e) Residential Site Valuation & Cost Approach – 15 hours
- (f) Residential Income Approach – 15 hours
- (g) Residential Market Analysis & Highest and Best Use – 15 hours
- (h) Residential Report Writing and Case Studies – 15 hours
- (i) Residential Sales Comparison and Income Approaches – 30 hours
- (j) Statistics, Modeling & Finance – 15 hours

Virtual Classroom Continuing Education courses:

- (a) 2-4 Family Finesse – 7 hours
- (b) Appraisal Trends – 7 hours
- (c) Appraising FHA Today – 7 hours
- (d) Appraising for the Secondary Market – 7 hours
- (e) Dirty Dozen – 3 hours
- (f) Even Odder: More Oddball Appraisals – 7 hours
- (g) Made in America: Appraising Factory Building Housing – 7 hours
- (h) Mortgage Fraud: Protect Yourself – 7 hours
- (i) Private Appraisal Assignments – 7 hours
- (j) Relocation Appraisal is Different – 7 hours
- (k) Residential Report Writing – 7 hours
- (l) The Art of Residential Appraisal Review – 7 hours
- (m) The Cost Approach – 7 hours
- (n) The Evolution of Finance and the Mortgage Market – 7 hours

New Virtual Classroom Continuing Education Courses:

- (a) Introduction to Green Building for Appraisers – 2 hours
- (b) The Art of the Addenda – 4 hours
- (c) REO and Foreclosures – 5 hours

- (2) Department of Revenue – Office of Property Valuation – Four (4) continuing education courses: RENEWAL
 - (a) KY Course 71 – Commercial Cost Approach – 15 hours
 - (b) KY Course 72 – Commercial Sales Comparison/Income – 15 hours
 - (c) KY Course 80 – Residential Real Property Appraisal – 15 hours
 - (d) KY Course 90 – Farm Real Property Appraisal – 15 hours
- (3) M.A.E. Real Estate Education – One (1) continuing education course: RENEWAL
 - (a) Developing & Reporting a Defensible 1004 Form Report (AP202) – 8 hours
- (4) U.S. Department of Housing and Urban Development – One (1) continuing education course: RENEWAL
 - (a) FHA Basics for Appraisers – 4 hours

- (5) American Society of Farm Managers & Rural Appraisers – Two (2) qualifying education and four (4) continuing education courses: RENEWAL
- (a) Basic Appraisal Principles (A-101) – 30 hours QE and 28 hours CE
 - (b) National USPAP Course (A-113) – 15 hours QE and 14 hours CE
 - (c) National USPAP Update (A-114) – 7 hours CE
 - (d) Eminent Domain (A-250) – 20 hours CE
 - (e) Introduction to Appraisal Review (A-360) – 14 hours CE
 - (f) Valuation of Conservation Easements – 33 hours CE

- (6) Appraisal Institute – Twenty (20) classroom qualifying education courses, twenty-seven (27) classroom continuing education, six (6) online qualifying education courses, twenty-nine (29) online continuing education courses, one (1) new online qualifying education course and two (2) new online continuing education courses:

Qualifying education courses:

- (a) Advanced Applications – 40 hours QE and 36 hours CE
- (b) Advanced Income Capitalization – 40 hours QE and 30 hours CE
- (c) Advanced Residential Applications and Case Studies, Part 1 – 15 hours QE and 14 hours CE
- (d) Advanced Residential Report Writing, Part 2 – 30 hours QE and 28 hours CE
- (e) Advanced Sales Comparison & Cost Approaches – 40 hours QE and 36 hours CE
- (f) Apartment Appraisal: Concepts & Applications – 16 hours QE and 15 hours CE
- (g) Basic Appraisal Principles – 30 hours QE and 28 hours CE
- (h) Basic Appraisal Procedures – 30 hours QE and 28 hours CE
- (i) General Appraiser Income Approach, Part 1 – 30 hours QE and 27 hours CE
- (j) General Appraiser Income Approach, Part 2 – 30 hours QE and 27 hours CE
- (k) General Appraiser Sales Comparison Approach – 30 hours QE and 28 hours CE
- (l) General Appraiser Site Valuation & Cost Approach – 30 hours QE and 28 hours CE
- (m) General Market Analysis and Highest & Best Use – 30 hours QE and 28 hours CE
- (n) General Appraiser Report Writing and Case Studies - 30 hours QE and 28 hours CE
- (o) National USPAP Course – 15 hours QE and 14 hours CE
- (p) Real Estate Finance, Statistics, and Valuation Modeling – 15 hours QE and 14 hours CE
- (q) Residential Market Analysis and Highest & Best Use – 15 hours QE and 14 hours CE
- (r) Residential Report Writing and Case Studies – 15 hours QE and 14 hours CE
- (s) Residential Sales Comparison and Income Approaches - 30 hours QE and 28 hours CE
- (t) Residential Site Valuation and Cost Approach – 15 hours QE and 14 hours CE

Classroom continuing education:

- (a) Alternative Uses and Cost Valuation of Small, Mixed-Use Properties – 15 hours
- (b) An Introduction to Valuing Green Buildings – 7 hours
- (c) Analytics with the Site to Do Business – 7 hours
- (d) Appraisal Challenges: Declining Markets & Sales Concessions – 7 hours
- (e) Appraising Manufactured Housing – 7 hours
- (f) Business Practices & Ethics – 7 hours
- (g) Computer-Enhanced Cash Flow Modeling – 15 hours
- (h) Condemnation Appraising: Advanced Topics & Applications – 15 hours
- (i) Condemnation Appraising: Basic Principles & Applications – 15 hours
- (j) Condominiums, Co-Ops, and PUD's – 7 hours
- (k) Forecasting Revenue – 7 hours

- (l) General Demonstration Appraisal Report Writing Seminar – 7 hours
- (m) Income Valuation of Small, Mixed-Use Properties – 15 hours
- (n) Liability Management for Residential Appraisers – 7 hours
- (o) Litigation Appraising: Specialized Topics & Applications – 15 hours
- (p) National USPAP Update Course – 7 hours
- (q) Office Building Valuation: A Contemporary Perspective – 7 hours
- (r) Quality Assurance in Residential Appraisals – 7 hours
- (s) REO Appraisal – 7 hours
- (t) Report Writing & Valuation Analysis – 40 hours
- (u) Reviewing Residential Appraisal Reports – 7 hours
- (v) Sales Comparison Valuation of Small, Mixed-Use Properties – 15 hours
- (w) Scope of Work – 7 hours
- (x) Subdivision Valuation – 7 hours
- (y) The Appraiser as an Expert Witness: Preparation & Testimony – 15 hours
- (z) Uniform Appraisal Standards for Federal Land Acquisitions – 16 hours
- (aa) Valuation of Conservation Easements – 33 hours

Online Classroom Qualifying education courses:

- (a) Online Apartment Appraisal: Concepts & Applications – 16 hours QE & 15 hours CE
- (b) Online Basic Appraisal Principles – 30 hours QE and 28 hours CE
- (c) Online Basic Appraisal Procedures – 30 hours QE and 28 hours CE
- (d) Online Real Estate Finance, Statistics, and Valuation Modeling – 15 hours QE and 14 hours CE
- (e) Online Residential Market Analysis & Highest and Best Use – 15 hours QE and 14 hours CE
- (f) Online Residential Sales Comparison and Income Approach – 30 hours QE and 28 hours CE

Online Classroom Continuing Education courses:

- (a) Online Analyzing Distressed Real Estate – 4 hours
- (b) Online Analyzing Operating Expenses – 7 hours
- (c) Online Appraisal of Nursing Facilities – 9 hours
- (d) Online Appraising Convenience Stores – 7 hours
- (e) Online Appraising from Blueprints & Specifications – 7 hours
- (f) Online Appraising Manufactured Housing – 7 hours
- (g) Online Business Practices & Ethics – 8 hours
- (h) Online Condominiums, Co-Ops, and PUDs – 7 hours
- (i) Online Cool Tools: New Technology for Real Estate Appraisers – 7 hours
- (j) Online Eminent Domain & Condemnation – 7 hours
- (k) Online Feasibility, Market Value, & Investment Timing: Option Value – 7 hours
- (l) Online GIS – The Building Case Study – 21 hours
- (m) Online GIS – The Novice Case Study – 7 hours
- (n) Online Internet Search Strategies for Real Estate Appraisers – 7 hours
- (o) Online Introduction to GIS Applications for Real Estate Appraisers – 7 hours
- (p) Online Introduction to International Valuation Standards – 8 hours
- (q) Online Marshall & Swift Commercial Cost Training – 7 hours
- (r) Online Professional's Guide to the Fannie Mae 2-4 Unit Form 1025 – 10 hours
- (s) Online Real Estate Appraisal Operations – 4 hours
- (t) Online Residential Design and Functional Utility – 7 hours
- (u) Online Residential Property Construction and Inspection – 7 hours
- (v) Online Reviewing Residential Applications and Using Fannie Mae Form 2000 – 7 hours

- (w) Online Scope of Work: Expanding Your Range of Services – 7 hours
- (x) Online Small Hotel/Motel Valuation – 7 hours
- (y) Online the FHA and the Appraisal Process – 7 hours
- (z) Online Professional's Guide to the Uniform Residential Appraisal Report – 7 hours
- (aa) Online Using Your HP12C Financial Calculator – 7 hours
- (bb) Online Valuation of Detrimental Conditions in Real Estate – 7 hours
- (cc) Online What Commercial Clients Would Like Appraiser to Know – 7 hours

NEW Online Classroom Qualifying Education course:

- (a) Online Residential Report Writing & Case Studies – 15 hours QE and 14 hours CE

NEW Classroom Continuing Education Education courses:

- (a) Appraising Historic Preservation Easements – 20 hours CE
- (b) Business Practice & Ethics – 7 hours CE

- (7) Office of Property Valuation – Two (2) continuing education courses: NEW

- (a) IAAO 101 – Fundamentals of Real Property Appraisal – 30 hours CE
- (b) IAAO 102 – Income Approach to Value – 30 hours CE

- (8) Redd, Brown & Williams Real Estate Services – Four (4) continuing education courses: NEW

Approved for Fiscal Year 2007-08

- (a) RBW – National USPAP Update – 7 hours CE
- (b) RBW 77 – Residential Construction & Systems - 7 hours CE
- (c) RBW FHA Basics – 7 hours CE
- (d) RBW 100 – Appraisal Flood Plain Determination – 7 hours CE

- (9) Van Education Center- One (1) online continuing education and two (2) online qualifying education courses: NEW

Approve:

- (a) Online Uniform Residential Appraisal Report (URAR) – 7 hours CE

Motion by Loren Huff, second by Paul Moore and the Board voted to reject the two online qualifying education courses based on the recommendation of Dr. Don Bodley.

- (a) Online Basic Appraisal Principles – 30 hours QE
- (b) Online Basic Appraisal Procedures – 30 hours QE

The Board agreed that when providers are renewing an education course that does not consist of any changes, an application will only be required to be submitted.

EXPERIENCE

Motion by Paul Moore, second by Loren Huff and the Board unanimously agreed to accept the following:

A. Approve

- (1) Travis Crawford - Approved for Certified Residential
- (2) Christopher Grimes – Approve for Certified Residential
- (3) Matthew Jennings – Approve for Certified General
- (4) James E. Mays – Approve for Certified Residential
- (5) Micki Mensch – Approve for Certified Residential

(6) Daniel B. Willcox – Approve for Certified General

B. Reject

Motion by Loren Huff, second by Paul Moore and the Board unanimously agreed to reject the following:

1) Calen Studler – Submit one additional residential report

CERTIFICATION/LICENSURE

Motion by Paul Moore, second by Dorsey Hall and the Board voted to approve a total of seven (7) individuals for certification/licensure.

A. Approvals – A total of 7 individuals

- (1) Travis Crawford – Approved for Certified Residential
- (2) Christopher Grimes – Approve for Certified Residential
- (3) Matthew Jennings – Approve for Certified General
- (4) James E. Mays – Approve for Certified Residential
- (5) Micki Mensch – Approve for Certified Residential
- (6) Thomas W. Paine - Associate
- (7) Daniel B. Willcox – Approve for Certified General

B. Calen R. Studler – Associate appraiser upgrading to Certified Residential with a conviction. – Motion by Paul Moore, second by Dorsey Hall and the Board unanimously agreed to reject the request the upgrade of his license.

COMPLAINT

A. Tom Viet – Report on the contractor activities for the preceding month.

B. The Board was advised there have been a total of 42 cases filed for 2008.

C. Orders:

(1) Case Nos. 07-47 and 07-48

Grievant: KREAB

Respondent: Matthew Coffman

Motion by Dorsey Hall, second by Paul Moore and the Board voted unanimously to accept the agreed order, whereby:

- (a) **Coffman** shall complete a 15 hour Online Residential Report Writing and Case Study course with successful completion of the examination. Said 15 hours of education shall be in addition to the regular continuing education requirement of 201 KAR 30:050 Section 7. The course work required herein shall be completed by the June 30, 2008. Coursework cannot be taken from Dennis Badger & Associates to complete this agreed order requirement.

- (2) Case No. 07-44
Grievant: KREAB
Respondent: William Joe Barrow
Motion by Paul Moore, second by Dorsey Hall and the Board voted unanimously to accept the agreed order, whereby:
- (a) **Barrow** shall complete a 7 hour Kentucky Real Estate Appraisers Board Supervisor/Trainee course. Said 7 hours of education shall be in addition to the regular continuing education requirement of 201 KAR 30:050 Section 7. The course work required herein shall be completed by January 1, 2009 or when available.
 - (b) **Barrow** agrees the Board shall have the right to review his files 2 years from the date of the agreed order.
- (3) Case No. 07-37
Grievant: KREAB
Respondent: Peter Push
Motion by Dorsey Hall, second by Paul Moore and the Board voted unanimously to accept the agreed order with the amendment of the completion date of the required education to be January 1, 2009:
- (a) **Push** shall complete a 7 hour Kentucky Real Estate Appraisers Board Supervisor/Trainee course. Said 7 hours of education shall be in addition to the regular continuing education requirement of 201 KAR 30:050 Section 7. The course work required herein shall be completed by December 31, 2008.
 - (b) **Push** agrees the Board shall have the right to review his files 2 years from the date of the agreed order.
- (4) Case No. 07-41
Grievant: KREAB
Respondent: Pearl Crum
Motion by Paul Moore, second by Loren Huff and the Board voted unanimously to accept the agreed order, whereby:
- (a) Crum agrees to complete 30 hours of qualifying education in the following course topics for purposes of completing the 2008 education criteria for Certified Residential Real Property Appraiser credential:
 - A. Statistics, Modeling & Finance – 15 hours
 - B. Advanced Residential Applications & Case Studies – 15 hours
 - (b) Crum shall either complete or provide proof of completing a two year college degree, or the 21-specific college hours of college education required by the Appraiser Qualifications Board criteria.
 - (c) Crum shall successfully complete the Certified Residential Real Property qualifying examination.
 - (d) Crum shall present an experience log, on a form approved by the Board that demonstrates 24-months of time and 2,500 hours of assignments for 1-4 unit residential properties.
 - (e) Crum shall have completed the above items no later than midnight June 30, 2008.
 - (f) If Crum fails to complete the above items prior to midnight June 30, 2008 her license as a Kentucky real property appraiser will not be renewed, and she agrees to not seek renewal or apply for another type of credential to be issued by

the Kentucky Real Estate Appraisers Board until the above items have been successfully completed.

(5) Case No. 07-13

Grievant: KREAB

Respondent: David R. Bicker

Motion by Dorsey Hall, second by Paul Moore and the Board voted unanimously to accept the agreed order, whereby:

- (a) **Bicker** license shall be suspended for a period of 365 days with said suspension probated upon successful completion of the terms and conditions of the agreed order.
- (b) **Bicker** shall pay a FINE in the sum of \$500.00, with the total amount due at the time the agreed order is returned.
- (c) **Bicker** shall complete a 15 hour Residential Report Writing course with successful completion of the final examination and a 15 hour Residential Cost Approach course with successful completion of the final examination. Said 30 hours of education shall be in addition to the regular continuing education requirement of 201 KAR 30:050 Section 7. The course work required herein shall be completed by June 30, 2008.
- (d) **Bicker** agrees the Board members, Board staff, or designee can visit the appraiser's office and at random select and review files listed on the log of appraisal activity for 2 years from the date of the agreed order; and
- (e) **Bicker** shall be restricted to one associate real property appraiser for 2 years from the date of the agreed order. It is understood that two associates now under the supervision of Mr. Bicker are nearing completion of the requirements for a credential. Mr. Bicker will be permitted to continue to supervise Michael Wientjes and Jeff Krimple until midnight June 30, 2008.

(6) Case No. 07-45

Grievant: KREAB

Respondent: David Bicker

Motion by Dorsey Hall, second by Paul Moore and the Board voted unanimously to accept the agreed order, whereby:

- (a) **Bicker** shall pay a FINE in the sum of \$1,000.00, with the total amount due at the time the agreed order is returned.
- (b) **Bicker** shall complete a 7 hour Report Writing course Said 7 hours of education shall be in addition to the regular continuing education requirement of 201 KAR 30:050 Section 7. The course work required herein shall be completed by June 30, 2008.
- (c) **Bicker** shall submit to the Board staff a log every 6 months for a period of 2 years from the date of the agreed order and the Board absolute must review assignments from the log for a period of two years from the date of the agreed order.

D. New Cases

- (1) Case No. 07-17
Grievant: KREAB – Respondent: David Manco, Jr.
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (2) Case No. 07-21
Grievant: KREAB - Respondent: Joe D. Weddington
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (3) Case No. 07-26
Grievant: KREAB – Respondent: Nora Ferrell
J.W. recused himself from discussion.
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to dismiss the case and refer the case to the appropriate agency.
- (4) Case No. 07-28
Grievant: KREAB - Respondent: Carolyn Alexander
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (5) Case No. 07-31
Grievant: Earl Taylor - Respondent: Shawn A. Binkley
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to dismiss with a letter of advice.
- (6) Case No. 07-33
Grievant: KREAB – Respondent: Gabriel Balasquide
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (7) Case No. 07-34
Grievant: KREAB - Respondent: Marshall Flynn
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (8) Case No. 07-38
Grievant: KREAB – Respondent: David G. Harrington
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (9) Case No. 07-49
Grievant: KREAB – Respondent: Robert M. Weber
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing with an amendment to be made to the sworn statement of grievance.

- (10) Case No. 07-50
Grievant: KREAB – Respondent: M. Steve Risner
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (11) Case No. 07-52
Grievant: KREAB – Respondents: Matt Miniard & Jason E. Combs
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (12) Case No. 07-56
Grievant: KREAB - Respondent: Rene G. Gregoire
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (13) Case No. 07-60
Grievant: KREAB – Respondent: C. Shane Kelly
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (14) Case No. 07-68
Grievant: KREAB - Respondent: David Noel
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (15) Case No. 07-69
Grievant: KREAB - Respondent: David Noel
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.
- (16) Case No. 08-13
Grievant: KREAB - Respondent: Marshall Flynn
Motion by Dorsey Hall, second by Paul Moore and the Board agreed to file a formal complaint and set for a hearing.

E. Hearings

- (1) Elnoria Wyatt – Case No. 05-73
- (2) Harold Brantley – Case No. 06-22
- (3) Quinton Durham – Case No. 07-09
- (4) Marshall Flynn – Case No. 07-42
- (5) Stan Chase – Case No. 07-59

F. James Grawe discussed with the Board the impact of hearing officers retiring from state government and that there will possibly be delays in scheduling hearings. After the discussion, a motion was made by Dorsey Hall and second by Paul Moore and the Board unanimously agreed to submit an Executive Order requesting to issue an RFP for a hearing officer.

MISCELLANEOUS

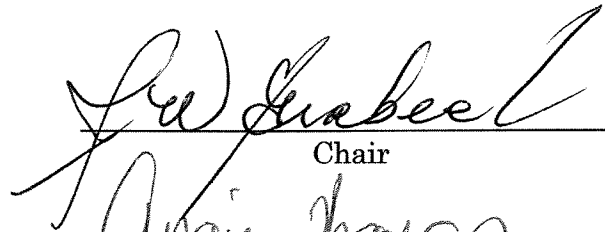
The Board reviewed:

- A. Open Records Request and response to George K. Cox
Chairman, J.W. Grabeel submitted a letter to be sent to Mr. Cox on behalf of the Board. The Board agreed to change to letter to add "We appreciate the comments of all concerned citizens but from here forward all your concerns should be directed to James Grawe, Board Counsel." With change, the Board agreed to send to Mr. Cox.
Board Counsel, James Grawe also presented a letter he wrote. That letter will also be forwarded to Mr. Cox.
- B. Reciprocal Agreement Request from Indiana Appraiser Licensure Board – Motion by Paul Moore, second by Dorsey Hall and the Board accepted the reciprocal agreement from Indiana with the following requirements:
 - Kentucky must have enacted the minimum 2008 licensure criteria
 - Kentucky must accept any Indiana Certified Residential and Certified General appraiser regardless if they obtained their license under the new or old criteria.
 - Indiana requires that anyone applying for a reciprocal license in Indiana must have been licensed in their home state for at least two years.
- C. Jon Patrick Archibale – Applying for renewal with a prior disciplinary action brought against him by the Ohio Appraisal Board. – Motion by Dorsey Hall, second by Paul Moore and the Board unanimously agreed to approve his renewal after receiving a letter of good standing from the State of Ohio.
- D. Roger Embry – Request from Roger Embry to waive the voluntary agreed order requirements because Mr. Embry complied with 201 KAR 30:030 experience requirements. – Motion by Dorsey Hall, second by Loren Huff and the Board agreed to rescind the agreed order.
- E. 201 KAR 30:050 - ASC Policy Statement 10 (g)
- F. Personal Service Contract – One bid received for investigative services – Dana Thornberry
 - Tom Veit recused himself from discussion and left the Board meeting.
 - Motion by Dorsey Hall, second by Paul Moore and the Board rejected the bid of Ms. Dana Thornberry based on the requirements she submitted did not meet Items #3 and #4 of the RFP. A motion was made to resubmit RFP for investigative services at a later date.
- G. Don Pierce – Agreed Order Requirements – Motion by Paul Moore, second by Loren Huff and the Board agreed to proceed with the renewal.
 - Motion by Dorsey Hall, second by Paul Moore and the Board agreed that an extension will be given until December 31, 2008 for Mr. Pierce to complete the education required per an agreed order.
 - Motion by Dorsey Hall second by Paul Moore and the Board agreed to rescind the agreed order requirements for submitting commercial appraisals for review.
- H. Sworn Statement of Grievance – Notary signature – The Board agreed to leave the form and require a notary signature.
- I. The Board agreed that preliminary work papers will be made part of the retention schedule and use a minimum check list as final for individual files.
- J. Willoughby Blocker – Motion by Dorsey Hall, second by Paul Moore and the Board agreed to grant an extension until December 31, 2008 to complete the education required by the agreed order. The Board stated that an alternate course may be completed.
- K. Executive Order issued by the Governor Relating to Standards of Ethical Conduct in the Executive Branch of State Government.

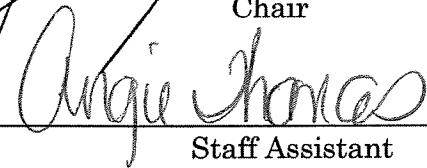
L. June Hearings – Friday, June 27th, 2008 – 9:00 a.m. – 12:00 noon – at the Board office.

The next Board meeting is scheduled for Tuesday, June 24, 2008 at 9:00 a.m. at the Board office.

Motion by Dorsey Hall second by Loren Huff and the Board voted unanimously to adjourn the meeting.



Chair



Staff Assistant