

**MEETING OF THE RHODE ISLAND
REAL ESTATE APPRAISERS BOARD**

DATE: November 3, 2010

TIME: 9:30 a.m.

**PLACE: Department of Business Regulation
69-1 Conference Room
1511 Pontiac Avenue
Cranston, RI 02920**

MEMBERS PRESENT:

S. Keith White, Jr. – Vice Chairman, Thomas Andolfo, Rory Budlong, Lee Gallucci, Gregory Kwiatkowski, Jamie Moore, Ellen Balasco – Deputy Chief of Legal Services, William DeLuca – Real Estate Administrator, Deanna Daniels – Appraisal Section Licensing Aide.

The Vice-Chairman called the meeting to order at 9:45 a.m.

The Vice-Chairman asked for a motion to accept the open session minutes of the last meeting. Lee Gallucci made the motion. Rory

Budlong seconded the motion. All were in favor. The Vice-Chairman asked for a motion to accept the executive session minutes of the last meeting. Lee Gallucci made the motion. Rory Budlong seconded the motion. All were in favor.

The following courses and seminars were reviewed:

Appraisal Institute (Chicago Chapter)

Case Studies in Appraising Green Residential Buildings

Introduction to Green Buildings: Principles & Concepts

Uniform Appraisal Standards for Federal Land Acquisition

McKissock, LP

Financial Reform, Fannie Mae, and Appraisers

RI Association of Realtors

Convincing Tax Abatement Appraisals

Value Metrics, Inc.

Stats & Graphs Zero

Tom Andolfo made a motion to approve all courses submitted by the Appraisal Institute for a period of one year. Jamie Moore seconded the motion. All were in favor. Tom made a motion to approve McKissock's course, Financial Reform, Fannie Mae, and Appraisers for a period of one year. Greg Kwiatkowski seconded the motion. All

were in favor. Tom made a motion to approve the RI Association of Realtors Tax Abatement course for a period of one year. Rory Budlong seconded the motion. All were in favor. Tom made a motion to approve Value Metric's one-day seminar for the date indicated only. Greg Kwiatkowski seconded the motion. All were in favor.

A discussion ensued on the Appraisal Foundation's Voluntary Disciplinary Action Matrix. The primary topic of concern among members was how the Matrix would effect the Board's actions. Vice-Chairperson White tabled the discussion until next month and requested it be placed on the agenda for further discussion.

An upgrade request submitted by Susan Kelly was discussed. Jamie Moore, who conducted the review, made a motion to approve Ms. Kelly's request to upgrade to Certified Residential status. Lee Gallucci seconded the motion. All were in favor. The Department will send Ms. Kelly a test card to sit for the state examination.

Keith White made a motion to convene into executive session at 10:10 a.m. pursuant to RI General Laws, § 42-46-5(a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Seconded by Lee Gallucci. All were in favor.

Lee Gallucci made a motion to adjourn from executive session and to reconvene to an open meeting at 10:50 a.m. pursuant to RI General Laws, § 42-46-4. Seconded by Jamie Moore. All were in favor.

Lee Gallucci made a motion to seal the minutes of the executive session and record the votes taken in executive session pursuant to RI General Laws § 42-46-4 and § 42-46-5. Seconded by Jamie Moore. All were in favor.

Lee Gallucci made a motion pursuant to RI General Laws § 42-46-4 that the Board defers disclosure of all votes in executive session until such time as such disclosure would not jeopardize any strategy, negotiation, or investigation undertaken pursuant to RI General Laws § 42-46-5(a). Seconded by Jamie Moore. All were in favor.

The Vice-Chairman asked for any public comments. There being none, Jamie Moore made a motion to adjourn. Seconded by Lee Gallucci. All were in favor. The meeting was adjourned at 10:55 a.m.

The next scheduled meeting will be held on December 1, 2010 at 9:30 a.m.

Respectfully submitted,

William J. DeLuca

Real Estate Administrator