

**Massachusetts Board of Registration Real Estate Appraisers  
Minutes of the Board meeting held on December 17, 2015**

**Conference Room 1C, 1<sup>st</sup> Floor**

**Time: 10:15 a.m.**

**Location: 1000 Washington St., Boston, MA**

**Members Present:**

Michael Giannelli, *Certified Residential Appraiser Member, Board Chairperson*

Dario Mercadante, *Certified General Member, Board Vice-Chairperson*

Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*

David Paez, *Licensed Real Estate Broker Member*

Michael Kramer, *Public Member*

Thomas Kokoliadis, *Banking Member*

Brian White, *Public Member*

**Administrative Staff Present:**

Ann-Margarette Barry, *Executive Director*

Charles Kilb, *Board Counsel*

**Administrative Staff Not Present:**

Cynthia Bernadeau, *Board Administrator*

Michael Giannelli, Board Chairperson opened the meeting at 10:15 a.m.

**Discussed Evacuation Procedures**

**Welcome New Board Member:** David Paez, Licensed Real Estate Broker Member

A motion was made by Michael Giannelli to enter into an Investigative Conference - Closed Session under MGL ch. 112, section 65C, seconded by Brian White and unanimously agreed to by the Board.

**Investigative Conference – Prosecutor Annemarie Gallop-Belle – Closed Session under MGL ch. 112, section 65C – Kevin Schouler (RA-13-087) –** The Board provided the Prosecutor with guidance.

Thomas Kokoliadis recused himself and left the room during the discussion of James Donahue (RA-15-008 and RA-15-033).

**Investigative Conference – Prosecutor Nina Pomponio – Closed Session under MGL ch. 112, section 65C – James Donahue (RA-15-008 and RA-15-033) -** The Board provided the Prosecutor with guidance.

A motion was made by Michael Giannelli to enter into Open Session, seconded by Timothy McDonough and unanimously agreed to by the Board.

**Office of Investigations Update:** Chief of Investigations Chris Carroll explained to the Board the role of the Office of Investigations and requested that the Board notify the Office of Investigations of any trends in the appraisal industry.

**Vote on Minutes of October 22, 2015** – Motion was made by Michael Giannelli to approve the minutes. The motion was seconded by Timothy McDonough and unanimously adopted by the Board.

**Schedule Next Board Meeting Date** – Subcommittee Meeting Date: January 28, 2016; Full Board Meeting Date: February 25, 2016

A motion was made by Michael Giannelli to enter into Closed Session - Complaints and Investigative Conference per M.G.L. c.112, s. 65C, seconded by Timothy McDonough and unanimously agreed to by the Board.

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

A motion was made by Michael Giannelli to adopt and ratify the complaints and Subcommittee complaints listed in Investigatory Conference. The motion was seconded by Dario Mercadante and unanimously adopted by the Board.

Thomas Kokoliadis recused himself and left the room during the discussion of Marilyn Ganame (RA-15-051) and Marie Limongelli (RA-15-053).

Timothy McDonough recused himself and left the room during the discussion of Marilyn Ganame (RA-15-051) and Marie Limongelli (RA-15-053).

Docket	Complainant	Licensee	Subcommittee Review
RA-16-002	Consumer	Pawlak	Invite to Board meeting
RA-16-003	Consumer	Kane	Dismiss
RA-16-004	Consumer	Sayle	Dismiss
RA-16-005	Consumer	Steek	Dismiss

Docket	Complainant	Licensee	Board Review
RA-15-041	Consumer	Tarantino	Advisory Letter
RA-15-051	Consumer	Ganame	Tabled
RA-15-053	Consumer	Limongelli	Tabled
RA-16-006	Consumer	Deignan	Dismiss
RA-16-007	Consumer	O'Hara	Dismiss

**License Application Report:**

A motion was made by Michael Giannelli to adopt the License Application Report as amended. The motion was seconded by Timothy McDonough and unanimously adopted by the Board.

First Name	Last Name	TC	Last action taken	Recommendations
Jennifer	Martin	CG	3 Reports Received	Approved
Christopher	Thonus	CR	3 Reports Received	Approved

First Name	Last Name	TC	Last action taken	Recommendations
Adam	Clark	CR	3 Reports Received	Approved
Douglas	Gilbert	CR	3 Reports Received	Approved
Jeremiah	Markum	CR	3 Reports Received	Approved

**Education Report:**

A motion was made by Michael Giannelli to adopt the Education Report as amended. The motion was seconded by Brian White and unanimously adopted by the Board.

**Courses For Agenda**

Provider Name	Course Name	Hours	Type	ResFlag	Recommendations
McKissock, LP	Appraisers: How to Recognize and Avoid Mortgage Fraud	7	C	R	Approved
McKissock, LP	Strange But True: Appraising Complex Residential Properties	7	C	R	Approved
McKissock, LP	Exploring Appraiser Liability	7	C	R	Approved
McKissock, LP	7-Hour National USPAP Update	7	CE	R, NR	Approved
JMB Real Estate Academy	7-Hour National USPAP Update	7	CE	R, NR	Approved
JMB Real Estate Academy	15-Hour National USPAP	15	P	R, NR	Approved
Appraisal Institute	15-Hour National USPAP	15	P	R, NR	Approved
Brooks Real Estate Services, LLC	2016-2017 7-Hour USPAP Update	7	CE	R	Approved
McKissock, LP	7-Hour National USPAP	7	CE	R, NR	Approved
Appraisal Institute	7-Hour National USPAP Update	7	CE	R, NR	Approved
American Society of Farm Managers and Rural Appraisers	7-Hour National USPAP	7	CE	R, NR	Approved
MBREA	2016-2017 7-Hour National USPAP	7	CE	R, NR	Approved
MBREA	2016-2017 15-Hour National USPAP	15	CE	R, NR	Approved
JMB Real Estate Academy	Supervising the Trainee: National Regulations and Responsibilities	3	CE	R	Approved
Appraisal Institute	Online Eminent Domain and Condemnation	7	C	R, NR	Approved
JMB Realty Estate Academy	FHA Property Analysis	7	CE	R	Approved
Appraisal Institute	Advanced Concepts and Case Studies – Synchronous	37	CE	NR	Approved
American Society of Farm Managers and Rural Appraisers	2016-2017 15-Hour National USPAP	15	P	NR	Approved
McKissock, LP	Appraising Small Apartment Properties	6	CE	NR	Approved
McKissock, LP	Adjustments: Supported or Not Supported? – Live Webinar	5	CE	R	Approved

MA/RI Chapter of the Appraisal Institute	New England Housing Market: 2016 Opportunities and Challenges	2	CE	R,NR	Approved
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**New Items:**

**(a) Executive Director, Ann Barry's Report to the Board:**

1. **Election of Chair:** A motion was made by Brian White to nominate Michael Giannelli as Chair. The motion was seconded by Timothy McDonough and unanimously adopted by the Board.
2. **Elections of Vice-Chair:** A motion was made by Brian White to nominate Dario Mercadante as Vice-Chair. The motion was seconded by Timothy McDonough and unanimously adopted by the Board.
3. **Calendar:** The Board approved the 2016 Board meeting dates.

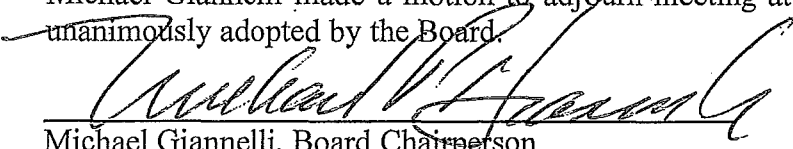
**(b) Board Counsel, Charles Kilb's Report to the Board:**

1. **Regulation Review for Executive Order 562:** Attorney Kilb notified the Board that he submitted the Board's proposed regulatory amendments to the Division of Professional Licensure (DPL). Once approved by DPL, Office of Consumer Affairs (OCA) and the Governor's office, the Board will hold a public hearing on the proposed regulatory amendments.

**List of Documents:**

1. Agenda dated December 17, 2015
2. Minutes dated October 22, 2015

Michael Giannelli made a motion to adjourn meeting at 11:35am., seconded by Brian White and unanimously adopted by the Board.

  
 Michael Giannelli, Board Chairperson  
 Board of Registration of Real Estate Appraisers