

**REAL ESTATE APPRAISERS APPLICATION
ADVISORY COMMITTEE
MINUTES
OCTOBER 4, 2007**

PRESENT: Marla Britton, Donald Chudnow, Lynn Gregorash (joined the meeting at 10:09 a.m.), Gary Gruenisen (joined the meeting at 10:06 a.m.), Frank D. Hopp, Larry Nicholson, Karen Scott, Harv Simmons, Steve Vitale, and Ursula Volk

EXCUSED: Anthony Hearn, Linda Verbecken

STAFF PRESENT: Tim Wellnitz, Bureau Director; Ruby Jefferson-Moore, Legal Counsel; and Nicole Goodman, Bureau Assistant

CALL TO ORDER

Karen Scott, Chair, called the meeting to order at 10:05 a.m. A quorum of eight members was present.

ADOPTION OF AGENDA

MOTION: Steve Vitale moved, seconded by Harv Simmons, to approve the agenda as written. Motion carried unanimously.

APPROVAL OF AUGUST 22, 2007 MINUTES

MOTION: Steve Vitale moved, seconded by Frank Hopp, to approve the minutes of August 22, 2007 as written. Motion carried unanimously.

ADMINISTRATIVE REPORT – TIM WELLNITZ, BUREAU DIRECTOR

2008 Proposed Meeting Dates

The Committee reviewed and approved the proposed 2008 meeting dates.

MOTION: Larry Nicholson moved, seconded by Steve Vitale, to approve the proposed 2008 meeting date. Motion carried unanimously.

CREDENTIALLING

Review of Intent to Deny Letter Sent to AOB Applicants

Ruby Jefferson-Moore, Legal Counsel, reviewed the intent to deny letter with the Committee and discussed recommended changes.

Review of Notice of Denial Letter Sent to AQB Applicants

Ruby Jefferson-Moore reviewed the notice of denial letter with the Committee and discussed recommended changes.

Review of Audit Letter Sent to Applicants Requesting Appraisal Reports

Ruby Jefferson-Moore reviewed the audit letter sent to applicants requesting appraisal reports with the Committee. The Committee made no changes to the letter.

DISCUSSION AND APPROVAL OF APPROPRIATE APPRAISAL STANDARDS TO BE USED IN THE REVIEW PROCESS

Noted.

CLOSED SESSION

MOTION: Harv Simmons moved, seconded by Steve Vitale, to convene to Closed Session to consider licensure or certification of individuals pursuant to § 19.85(1)(b), Stats., and to consider individual histories pursuant to § 19.85(1)(f), Stats. Roll Call Vote: Donald Chudnow-yes; Harv Simmons-yes; Karen Scott-yes; Steven Vitale-yes; Gary Gruenisen-yes; Larry Nicholson-yes; Marla Britton-yes; Frank D. Hopp-yes; Ursula Volk-yes; and Lynn Gregorash-yes; and. Motion carried unanimously.

Open Session recessed at 10:41 a.m.

RECONVENE TO OPEN SESSION

MOTION: Frank Hopp moved, seconded by Harv Simmons, to reconvene into Open Session at 11:59 a.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

APPRAISAL REPORTS REVIEWED ON OCTOBER 4, 2007

JANET BARRETT – CERT. RESIDENTIAL

MOTION: Donald Chudnow moved, seconded by Larry Nicholson to recommend that the Department approve Janet Barrett's appraisal reports as submitted. Motion carried unanimously.

JANET CRAWFORD - AQB

MOTION: Harv Simmons moved, seconded by Steve Vitale to recommend that the Department approve Janet Crawford's appraisal reports as submitted with coaching comments. Motion carried unanimously.

WILLIAM DISHAW – CERT. RESIDENTIAL

MOTION: Steve Vitale moved, seconded by Lynn Gregorash to recommend that the Department issue a notice of intent to deny William Dishaw's appraisal reports subject to receipt of one additional report that complies with USPAP and other requested information subject to approval by the reviewing appraiser. Motion carried unanimously.

The additional report should involve a property under contract with seller points or a demonstration report showing they know how to treat this issue.

MARY HANSON – CERT. RESIDENTIAL

MOTION: Gary Gruenisen moved, seconded by Ursula Volk to recommend that the Department approve Mary Hanson's appraisal reports as submitted. Motion carried unanimously.

SUSAN HOLMQUIST - AQB

MOTION: Larry Nicholson moved, seconded by Harv Simmons to recommend that the Department approve Susan Holmquist's appraisal reports as submitted with coaching comments. Motion carried unanimously.

TAMMY HUTTO-ROLLMANN - LICENSED

MOTION: Gary Gruenisen moved, seconded by Steve Vitale to recommend that the Department issue a notice of intent to deny Tammy Hutto-Rollmann's appraisal reports subject to receipt of one additional report that complies with USPAP and other requested information subject to approval by the reviewing appraiser. Motion carried unanimously.

The additional report should have the items outlined on the reviewer's document for the Department.

MARK IMMEL - LICENSED

MOTION: Donald Chudnow moved, seconded by Frank Hopp to recommend that the Department approve Mark Immel's appraisal reports as submitted with coaching comments. Motion carried unanimously.

THOMAS KAPPER - LICENSED

MOTION: Ursula Volk moved, seconded by Harv Simmons to recommend that the Department approve Thomas Kapper's appraisal reports as submitted with coaching comments. Motion carried unanimously.

TAMARA KNUTSON - AQB

MOTION: Marla Britton moved, seconded by Gary Gruenisen to recommend that the Department deny Tamara Knutson's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

JACKIE LINDAU - LICENSED

MOTION: Donald Chudnow moved, seconded by Gary Gruenisen to recommend that the Department approve Jackie Lindau's appraisal reports as submitted. Motion carried unanimously.

NATHAN LINDAU – CERT. RESIDENTIAL

MOTION: Gary Gruenisen moved, seconded by Steve Vitale to recommend that the Department approve Nathan Lindau's appraisal reports as submitted with coaching comments. Motion carried unanimously.

WILLIAM MEYER – CERT. RESIDENTIAL (ASSESSOR)

MOTION: Harv Simmons moved, seconded by Marla Britton to recommend that the Department deny William Meyer's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

ANGELA MOULTON - LICENSED

MOTION: Ursula Volk moved, seconded by Frank Hopp to recommend that the Department issue a notice of intent to deny Angela Moulton's appraisal reports subject to receipt of three additional reports that complies with USPAP and subject to approval by the reviewing appraiser. Motion carried unanimously.

The three additional reports should be submitted to the Department as they were submitted to the client along with the work file for the specified report that meets USPAP standards.

THOMAS NOVAK – CERT. RESIDENTIAL

MOTION: Donald Chudnow moved, seconded by Ursula Volk to recommend that the Department approve Thomas Novak's appraisal reports as submitted. Motion carried unanimously. Lynn Gregorash – Abstained.

BRENT NUDI - AQB

MOTION: Marla Britton moved, seconded by Larry Nicholson to recommend that the Department deny Brent Nudi's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

DRAGAN RADJENOVIC – LICENSED

MOTION: Donald Chudnow moved, seconded by Ursula Volk to recommend that the Department deny Dragan Radjenovic's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

PAUL SEBOLD – CERT. GENERAL

MOTION: Marla Britton moved, seconded by Gary Gruenisen to recommend that the Department approve Paul Sebold's appraisal reports as submitted. Motion carried unanimously.

ANTHONY TROUMBLY -LICENSED

MOTION: Harv Simmons moved, seconded by Steve Vitale to recommend that the Department approve Anthony Toubly's appraisal reports as submitted with coaching comments. Motion carried unanimously.

SALLY VANDERVEREN – CERT. RESIDENTIAL

MOTION: Marla Britton moved, seconded by Steve Vitale to recommend that the Department to issue a notice of intent to deny Sally Vanderveren's application. Motion carried unanimously.

A satisfactory explanation for the sample lender question should be submitted to the Department.

VISITORS COMMENTS

None.

ADJOURNMENT

MOTION: Marla Britton moved, seconded by Harv Simmons, to adjourn the meeting at 12:05 p.m. Motion carried unanimously.