

**REAL ESTATE APPRAISERS APPLICATION
ADVISORY COMMITTEE
MINUTES
JULY 17, 2008**

PRESENT: Donald Chudnow, Linda Verbecken, Ursula Volk, Lynn Gregorash, David Wagner, Gary Gruenisen, Larry Nicholson, Anthony Hearn, and Lynette Ketcham (joined the meeting at 11:06 a.m.)

EXCUSED: Thomas Kneesel, Greg Landretti, and Frank D. Hopp

STAFF PRESENT: Kimberly Nania, Division Administrator; Ruby Jefferson-Moore, Legal Counsel; and Nicole Goodman, Bureau Assistant

CALL TO ORDER

Linda Verbecken, Chair, called the meeting to order at 10:00 a.m. A quorum of 8 members was present.

ADOPTION OF AGENDA

Amendment to Agenda

- Add Melissa Baker - Licensed Under Appraisal Reports Reviewed on July 17, 2008.

MOTION: Larry Nicholson moved, seconded by Ursula Volk, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF JUNE 19, 2008 MINUTES

MOTION: Anthony Hearn moved, seconded by Lynn Gregorash, to approve the minutes of June 19, 2008 as written. Motion carried unanimously.

ADMINISTRATIVE REPORT – KIMBERLY NANIA, DIVISION ADMINISTRATOR

Kimberly Nania informed the Committee that Tim Wellnitz' replacement will be starting on August 5, 2008.

DISCUSSION AND REVIEW OF THE FOLLOWING TO DEVELOP A CHECK LIST

USPAP Standard 3

The Committee reviewed USPAP Standard 3.

Credentialing Appraisal Review Form

The Committee reviewed the appraisal review form.

Review and Discussion of Standard 3 Appraisal Checklist Forms

The Committee discussed Standard 3 appraisal checklist forms and agreed on a checklist form that they will all use until after January 1, 2009. At the first meeting in 2009 the Committee will evaluate the form and decide whether or not to make it their official form.

LEGISLATION AND ADMINISTRATIVE RULES

None.

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

None.

CREDENTIALING

Discussion of Assessor Application Forms

The Committee requested that this item be tabled until the next meeting.

MOTION: Ursula Volk moved, seconded by Larry Nicholson, to table discussion of assessor application forms until the next meeting. Motion carried unanimously.

MISCELLANEOUS INFORMATION/CORRESPONDENCE

Noted.

CLOSED SESSION

MOTION: Lynn Gregorash moved, seconded by Donald Chudnow, 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: Linda Verbecken-yes; Donald Chudnow-yes; Ursula Volk-yes; Lynn Gregorash-yes; David Wagner-yes; Gary Gruenisen-yes; Larry Nicholson-yes; Anthony Hearn-yes. Motion carried unanimously.

Open Session recessed at 10:53 a.m.

Lynette Ketcham joined the meeting.

RECONVENE TO OPEN SESSION

MOTION: Gary Gruenisen moved, seconded by Larry Nicholson, to reconvene into Open Session at 11:29 a.m. Motion carried unanimously.

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

APPRAISAL REPORTS REVIEWED ON JULY 17, 2008

ROY ABRAHAM – AQB

MOTION: Donald Chudnow moved, seconded by Ursula Volk, to recommend that the Department approve Roy Abraham's appraisal reports as submitted. Motion carried unanimously.

BOYD BAKER – LICENSED

MOTION: Anthony Hearn moved, seconded by Donald Chudnow, to recommend that the Department deny Boyd Baker's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

TERRY DENOMA – CERT. GENERAL

MOTION: Larry Nicholson moved, seconded by Lynn Gregorash, to recommend that the Department deny Terry Denoma's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

JAMES GEIBL – CERT. GENERAL

MOTION: Gary Gruenisen moved, seconded by Ursula Volk, to recommend that the Department deny James Geibl's appraisal reports as submitted because the reports do not comply with USPAP and refer the supervisor to DOE. Motion carried unanimously.

CINDY JOHNSON –LICENSED

MOTION: Donald Chudnow moved, seconded by Gary Gruenisen, to recommend that the Department deny Cindy Johnson's appraisal reports as submitted because the reports do not comply with USPAP and refer the supervisor to DOE. Motion carried unanimously.

SHARON KUHS – AQB

MOTION: Ursula Volk moved, seconded by Lynn Gregorash, to recommend that the Department deny Sharon Kuhs' appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

ANGELA MOULTON – LICENSED

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

CHRISTINE NEU – CERT. RESIDENTIAL

MOTION: Gary Gruenisen moved, seconded by Donald Chudnow, to recommend that the Department approve Christine Neu's appraisal reports as submitted with coaching comments. Motion carried unanimously.

CHRISTOPHER PALUMBO – LICENSED

MOTION: Anthony Hearn moved, seconded by Lynette Ketcham, to recommend that the Department approve Christopher Palumbo's appraisal reports as submitted. Motion carried unanimously.

MARLENE STUCZYNSKI – CERT. RESIDENTIAL

MOTION: David Wagner moved, seconded by Ursula Volk, to recommend that the Department approve Marlene Stuczynski's appraisal reports as submitted with coaching comments. Motion carried unanimously.

JOSETTE THOMPSON – LICENSED

MOTION: Lynette Ketcham moved, seconded by Lynn Gregorash, to recommend that the Department approve Josette Thompson's appraisal reports as submitted. Motion carried unanimously.

PHIL VAN VONDEREN – AQB

MOTION: Lynn Gregorash moved, seconded by Donald Chudnow, to recommend that the Department approve Phil Van Vonderen's appraisal reports as submitted. Motion carried unanimously.

MELISSA BAKER – LICENSED

MOTION: Ursula Volk moved, seconded by Larry Nicholson, to recommend that the Department approve Melissa Baker's appraisal reports as submitted with coaching comments. Motion carried unanimously.

VISITORS COMMENTS

None.

ADJOURNMENT

MOTION: Donald Chudnow moved, seconded by Larry Nicholson to adjourn the meeting at 11:35 a.m. Motion carried unanimously.