

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

August 18, 2015

The Real Estate Appraiser Board met at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia. The following Board members were present:

H. Glenn James, Chair
Michael Miller, Vice-Chair
Fay B. Silverman
Mack Strickland
Robert Rochester
Jean Gannon
Laura Sanchez del Solar
Scott Mayausky

Board members absent from the meeting: Chris Call
René Fonseca

DPOR Staff present for all or part of the meeting included:

Jay DeBoer, Director
Christine Martine, Executive Director
Nick Christner, Deputy Director
Kevin Hoeft, Board Administrator
Emily Trent, Administrative Assistant

Elizabeth Peay and Joshua Heslinga from the Office of the Attorney General were present.

Mr. James called the meeting to order at 10:14 A.M.

Call to Order

A motion was made by Ms. Silverman and seconded by Mr. Strickland to approve the agenda. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

Approval of Agenda

A motion was made by Ms. Gannon and seconded by Mr. Strickland to approve the following minutes: May 19, 2015, Real Estate Appraiser Board Meeting. The motion passed

Approval of Minutes

unanimously. Members voting “Yes” were Gannon, James, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

A motion was made by Mr. Strickland and seconded by Mr. Miller to approve the following minutes: August 12, 2015, Real Estate Appraiser Board Meeting. The motion passed unanimously. Members voting “Yes” were Gannon, James, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

There was no public comment.

In the matter of **File Number 2015-03210, Fidelity Residential Solutions, Inc.**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding officer. Melissa Thayer, applicant, was present and addressed the Board. A motion was made by Mr. Miller and seconded by Ms. Silverman to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Fidelity Residential Solutions, Inc.’s application for an Appraisal Management Company license. The motion passed unanimously. Members voting “Yes” were Gannon, James, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

Public Comment

File Number 2015-03210, Fidelity Residential Solutions, Inc.

In the matter of **File Number 2015-02493, John C. Forsythe**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Strickland and seconded by Ms. Sanchez del Solar to accept the recommendation contained in the Summary of the Informal Fact-Finding to approve Mr. Forsythe’s application for a Certified Residential Real Estate Appraiser license. The motion passed unanimously. Members voting “Yes” were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02493, John C. Forsythe

As the presiding Board member, Mr. Rochester did not

participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02491, Scott John Royle**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Silverman and seconded by Ms. Sanchez del Solar to accept the recommendation contained in the Summary of the Informal Fact-Finding to approve Mr. Royle's application for a Certified General Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02491, Scott John Royle

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02438, Richard Scott Galpin**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Miller and seconded by Mr. Strickland to accept the recommendation contained in the Summary of the Informal Fact-Finding to approve Mr. Galpin's application for a Certified Residential Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02438, Richard Scott Galpin

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02632, Kenneth Riggs**, the Board reviewed the record which consisted of the investigative file, transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Miller and seconded by Ms. Sanchez del Solar to accept the

File Number 2015-02632, Kenneth Riggs

recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 130-20-180.K.4 (Count 1) of the Board's 2008 Regulations. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland. A motion was made by Mr. Miller and seconded by Mr. Mayausky to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find no violation of 18 VAC 130-20-180.K.5 (Count 2) of the Board's 2008 Regulations. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

A motion was made by Ms. Silverman and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and impose no monetary penalty for the violation contained in Count 1. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02631, RERC, LLC**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Strickland and seconded by Ms. Silverman to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve RERC, LLC's application for an Appraisal Management Company license. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02631, RERC, LLC

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02639, Daniel B. Boring**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Miller and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding to approve Mr. Boring's application for a Certified General Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02639, Daniel B. Boring

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02640, ISGN Solutions, Inc.**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Sanchez del Solar and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve ISGN Solutions, Inc.'s application for an Appraisal Management Company license. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02640, ISGN Solutions, Inc.

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02985, SWBC Lending Solutions, LLC**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Strickland and seconded by Ms. Silverman to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve SWBC Lending Solutions, LLC's application for an Appraisal Management Company license. The motion passed

File Number 2015-02985, SWBC Lending Solutions, LLC

unanimously. Members voting “Yes” were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2014-01397, Zulfikar Hussain**, the Board reviewed the investigative file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Mayausky and seconded by Mr. Strickland to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 130-20-180.D (Count 1) of the Board’s 2008 Regulations. The motion passed by majority vote. Members voting “Yes” were Gannon, James, Mayausky, Miller, Sanchez del Solar and Strickland. Member voting “No” was Silverman. A motion was made by Mr. Strickland and seconded by Mr. Miller to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 130-20-180.D (Count 2) of the Board’s 2008 Regulations. The motion passed by majority vote. Members voting “Yes” were Gannon, James, Mayausky, Miller, Sanchez del Solar and Strickland. Member voting “No” was Strickland. A motion was made by Mr. Strickland and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 130-20-180.D (Count 3) of the Board’s 2008 Regulations. The motion passed unanimously. Members voting “Yes” were Gannon, James, Mayausky, Miller, Sanchez del Solar and Strickland. Ms. Silverman abstained from the voting in the matter. A motion was made by Ms. Gannon and seconded by Mr. Strickland to reject the recommendation contained in the Summary of the Informal Fact-Finding Conference and instead find no violation of 18 VAC 130-20-180.D (Count 4) of the Board’s 2008 Regulations. The motion passed unanimously. Members voting “Yes” were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland. A motion was

File Number 2014-01397, Zulfikar Hussain

made by Mr. Strickland to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and find a violation of 18 VAC 130-20-180.E (Count 5) of the Board's 2008 Regulations. With no second, the motion failed. A motion was made by Ms. Gannon and seconded by Mr. Miller to reject the recommendation contained in the Summary of the Fact-Finding Conference and instead find no violation of 18 VAC 130-20-180.E (Count 5) of the Board's 2008 Regulations. The motion passed by majority vote. Members voting "Yes" were Gannon, James, Miller, Sanchez del Solar and Silverman. Member voting "No" was Strickland. Mayausky abstained from the voting in the matter.

A motion was made by Mr. Strickland and seconded by Mr. Miller to reject the recommendation contained in the Summary of the Informal Fact-Finding Conference and instead impose a monetary penalty of \$250.00 for the violation contained in Count 1, \$250.00 for the violation contained in Count 2, and \$250.00 for the violation contained in Count 3, for a total of \$750.00. In addition, the Board imposes the following sanctions: For the violation of Counts 1 through 3, Hussain is placed on probation and required to take a Qualifying Education ("QE") Residential Appraisal Course in Residential Site Valuation and the Cost Approach, within six (6) months of the effective date of the order. The course shall total a minimum of fifteen (15) hours and shall include an examination. Upon successful course completion, Hussain shall provide the Board with proof of passing the exam. Satisfactory completion of the above-referenced course will not count towards any continuing or pre-license education requirements needed for license renewal, reinstatement, or upgrade. The motion passed by majority vote. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar and Strickland. Member voting "No" was Silverman.

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-03003, Service 1st Valuation and Settlement Services, Inc.**, the Board

File Number 2015-03003, Service 1st

reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Strickland and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Service 1st Valuation and Settlement Services, Inc.'s application for an Appraisal Management Company license. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Sanchez del Solar, Silverman and Strickland.

Valuation and Settlement Services, Inc.

As the presiding Board member, Mr. Rochester did not participate in the discussion or vote pertaining to this matter.

Mr. James turned the position of Chair over to Mr. Miller and recused himself from the meeting.

Transfer of Chair

In the matter of **File Number 2015-02907, RRR Appraisal Services, Inc.**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Gannon and seconded by Ms. Silverman accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve RRR Appraisal Services, Inc.'s application for an Appraisal Management Company license. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02907, RRR Appraisal Services, Inc.

As the presiding Board member, Mr. James did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02865, Robert Pisani**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Silverman and seconded by Mr. Strickland to accept the recommendation contained in the Summary of the

File Number 2015-02865, Robert Pisani

Informal Fact-Finding to approve Mr. Pisani's application for a Licensed Residential Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

As the presiding Board member, Mr. James did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02943, Lincoln Appraiser & Settlement Services, LLC**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Gannon and seconded by Ms. Silverman accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Lincoln Appraiser & Settlement Services, LLC's application for an Appraisal Management Company license. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02943, Lincoln Appraiser & Settlement Services, LLC

As the presiding Board member, Mr. James did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02758, Core Valuation Management, Inc.**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Silverman and seconded by Mr. Strickland accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Core Valuation Management, Inc.'s application for an Appraisal Management Company license. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02758, Core Valuation Management, Inc.

As the presiding Board member, Mr. James did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02691, Title Source, Inc. t/a TSI Appraisal**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Gannon and seconded by Ms. Silverman accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to approve Title Source, Inc. t/a TSI Appraisal's application for an Appraisal Management Company license. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02691, Title Source, Inc. t/a TSI Appraisal

As the presiding Board member, Mr. James did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02800, Laurence G. Herbert, Jr.**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Mr. Strickland and seconded by Ms. Sanchez del Solar to accept the recommendation contained in the Summary of the Informal Fact-Finding to approve Mr. Herbert's application for a Certified Residential Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02800, Laurence G. Herbert, Jr.

As the presiding Board member, Mr. James did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02444, Uchenna Christian Eboh**, the Board reviewed the record which consisted of the investigative file, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Gannon and seconded by Ms. Silverman to accept the recommendation contained

File Number 2015-02444, Uchenna Christian Eboh

in the Summary of the Informal Fact-Finding Conference to find a violation of 18 VAC 130-20-180.K.4 (Count 1) of the Board's 2008 Regulations. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland. A motion was made by Ms. Gannon and seconded by Mr. Strickland to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference to find a violation of 18 VAC 130-20-180.K.5 (Count 2) of the Board's 2008 Regulations. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

A motion was made by Mr. Rochester and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding Conference and impose no monetary penalty for the violation contained in Count 1. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland. A motion was made by Ms. Gannon and seconded by Ms. Sanchez del Solar to impose a monetary penalty of \$250.00 for the violation contained in Count 2, for a total of \$250.00. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

As the presiding Board member, Mr. James did not participate in the discussion or vote pertaining to this matter.

In the matter of **File Number 2015-02443, Uchenna Eboh**, the Board reviewed the application file, the transcript, and exhibits from the Informal Fact-Finding Conference, and the Summary of the Informal Fact-Finding Conference of the presiding Board member. A motion was made by Ms. Silverman and seconded by Ms. Gannon to accept the recommendation contained in the Summary of the Informal Fact-Finding to approve Mr. Eboh's application for a Certified General Real Estate Appraiser license. The motion passed unanimously. Members voting "Yes" were Gannon, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

File Number 2015-02443, Uchenna Eboh

As the presiding Board member, Mr. James did not participate in the discussion or vote pertaining to this matter.

Mr. James returned and assumed the position of Chair.

Transfer of Chair

In the matter of **File Number 2015-00160, Tony A. Grubb**, the Board reviewed the Consent Order as seen and agreed to by Mr. Grubb. A motion was made by Ms. Silverman and seconded by Ms. Gannon to accept the proposed Consent Order offer wherein Mr. Grubb admits to a violation of 18 VAC 130-20-180.D (Count 1) of the Board's 2008 Regulations, two violations of 18 VAC 130-20-180.D (Count 2) of the Board's 2008 Regulations, and a violation of 18 VAC 130-20-180.D (Count 3) of the Board's 2008 Regulations, and agrees to a monetary penalty of \$500.00 for the violation contained in Count 1, \$500.00 for each violation contained in Count 2, \$500.00 for the violation contained in Count 3, as well as \$150.00 in Board costs for a total of \$2,150.00. The motion passed unanimously. Members voting "Yes" were Gannon, James, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

File Number 2015-00160, Tony A. Grubb

As the Board member who reviewed the file, Mr. Mayausky did not participate in the discussion or vote pertaining to this matter.

The Board recessed from 12:01 P.M. to 12:13 P.M.

Break

Mr. Hoeft gave the Board a regulatory review update. No action was taken by the Board.

Administrative Issues

Ms. Martine discussed the necessity for a regulatory exempt action every two years to keep the USPAP definition current in the Board's regulations. A motion was made by Ms. Gannon and seconded by Ms. Silverman to approve an exempt action to update the definition of USPAP to the most recent edition. The motion passed unanimously. Members voting "Yes" were Gannon, James, Mayausky, Miller, Rochester, Sanchez del Solar, Silverman and Strickland.

Mr. Hoeft gave the Board the current Appraisal Management Company (AMC) application statistics. Mr. Hoeft also advised the Board that the application deadline for AMC applicants was extended from August 10, 2015 to December 31, 2015. No action was taken by the Board.

Ms. Martine updated the Board on the Final Rule and AMC minimum requirements. The ASC will assist in the compliance of the Final Rule. No action was taken by the Board.

At 12:22 P.M., Mr. Rochester offered a motion which was seconded by Ms. Gannon, that the Board meeting be recessed and that the Real Estate Appraiser Board immediately reconvene in closed meeting for the purpose of consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel as permitted by §2.2-3711.A.7 of the *Code of Virginia*. The following non-members will be in attendance to reasonably aid the consideration of the topic: Jay DeBoer, Christine Martine, Kevin Hoeft, Elizabeth Peay, Joshua Heslinga and Nick Christner.

Closed Session

This motion is made with respect to the matter(s) identified as agenda item(s):

- Administrative Issues: CoesterVMS.com, Inc. v. Virginia Real Estate Appraiser Board, et al – Civil Action 1:15-CV-980 (E.D. Va 2015)

At 12:55 P.M., a motion was made by Ms. Gannon and seconded by Mr. Strickland that the Board reconvene in open session.

WHEREAS, the Real Estate Appraiser Board has convened a closed meeting on this date pursuant to an affirmative

Certification

recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and WHEREAS, §2.2-3712 of the *Code of Virginia* requires a certification by this Real Estate Appraiser Board that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Real Estate Appraiser Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Real Estate Appraiser Board.

VOTE: 8-0

AYES: Gannon, James, Mayausky, Miller, Rochester, Silverman, Sanchez del Solar and Strickland.

NAYS: None.

ABSENT DURING THE VOTE: None.

ABSENT DURING THE MEETING: Call and Fonseca.

Mr. James discussed sample appraisal reports for Ad Valorem applicants and proposed creating a guidance document. No action was taken by the Board.

Old Business

Ms. Silverman departed the meeting at 1:14 P.M.

**Board Member
Departure**

Jenny Tidwell, ASC policy manager, gave a preliminary report on the results from the ASC compliance review. No action was taken by the Board.

New Business

There being no further business, the meeting adjourned at 2:00 P.M.

Adjourn

H. Glenn James, Chair

Jay DeBoer, Secretary

DRAFT