

REAL ESTATE APPRAISER BOARD

MINUTES OF MEETING

May 13, 2003

The Real Estate Appraiser Board met on May 13, 2003 at the Department of Professional and Occupational Regulation, 3600 West Broad Street, Richmond, Virginia. The following Board members were present:

David N. Castle, Chairman  
Christopher Call  
Harry O. Lewis, Jr  
Michael G. Miller  
Douglas Mullins, Jr.  
Donald G. Quinby  
Robert A. Whaley

Board Members not present:

John C. Harry, III  
Fay B. Silverman

Also present were:

Karen W. O'Neal, Deputy Director  
Christine Martine, Executive Director  
Werner Versch, II, Board Administrator  
Camille C. Palmer, Administrative Assistant  
Earlyne Perkins, Legal Assistant

Present for a portion of the meeting were:

Louise Fontaine Ware, Director  
Sharon M. Sweet, Director, Office of Education and  
Examinations

Chairman Castle called the meeting to order at 10:10 a.m.

**Call to Order**

No one spoke during the **Public Comment Period**.

**Public Comment**

A motion was made by Mr. Whaley and seconded by Mr. Miller to approve the **agenda**. The motion passed unanimously. Members voting “**Yes**” were Castle, Call, Lewis, Miller, Mullins, Quinby, and Whaley.

**Agenda**

A motion was made by Mr. Miller and seconded by Mr. Call to approve the **minutes of the February 18, 2003** Board meeting. The motion passed unanimously. Members voting **“Yes”** were Castle, Call, Lewis, Miller, Mullins, Quinby, and Whaley.

**Minutes**

A motion was made by Mr. Miller and seconded by Mr. Call to approve the **minutes of the March 10, 2003** IFF Conference. The motion passed unanimously. Members voting **“Yes”** were Castle, Call, Lewis, Miller, Mullins, Quinby, and Whaley.

In the matter of **File Number 2002-02788, William B. Cason, Jr.**, the Board reviewed the record which consisted of the disciplinary file, transcript, exhibits from the IFF, and the presiding board member’s summary. Mr. Montgomery Gochenour, complainant was present and addressed the Board. A motion was made by Mr. Whaley and seconded motion by Mr. Call to defer the matter back to an Informal Fact Finding Conference to address the following:

**File Number 2002-02788**  
**William B. Cason, Jr.**

1. Clarification/verification of documentation if the 0.63 acres of land can be built on;
2. URAR could be misleading because of possible conditions of the property and misleading by not providing a cost approach to value; and
3. To obtain an independent inspection regarding the condition of the house.

The motion passed unanimously. Members voting **“Yes”** were Call, Lewis, Miller, Mullins, Quinby, and Whaley. Mr. Castle, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

In the matter of **File Number 2003-02220, James J. Pogue**, the Board reviewed the record, which consisted of the application file, transcript, exhibits from the IFF, and the presiding board member’s summary. Mr. Pogue was present and addressed the Board. A motion was made by Mr. Whaley and seconded by Mr. Call to approve Mr. Pogue’s application for a Real Estate Appraiser Trainee license. The motion passed unanimously. Members voting **“Yes”** were Call, Lewis, Miller, Mullins, Quinby, and Whaley. Mr. Castle, who conducted the Informal Fact Finding Conference, did not participate in the discussion or vote in this matter.

**File Number 2003-02220**  
**James J. Pogue**

Ms. Sharon M. Sweet, Director, Office of Education and Examinations provided information to the Board regarding the contract with PSI for examination services which expires on December 31, 2003. A motion was made by Mr. Call and seconded by Mr. Whaley to extend the real estate appraiser examination contract for one year. The motion passed unanimously. Members voting “Yes” were Castle, Call, Lewis, Miller, Mullins, Quinby, and Whaley.

**Appraiser Exam Contract**

Mr. Mullins distributed and discussed the developed syllabus information for the Real Estate Appraiser Internship Program at Mountain Empire Community College. No action was necessary

**Real Estate Appraiser Internship Program and Syllabus Information**

Ms. Christine Martine gave an update on the Real Estate Appraiser regulations. No action was necessary.

**Update on Regulations**

Mr. Werner Versch, II, gave the Board an update on the Appraiser Coalition meeting. No action was necessary. Ms. Carol Umbel provided an update to the Board on certification courses for USPAP instructors. No action was necessary.

**Update on Virginia Association of Realtors April 29, 2003 Appraiser Coalition**

The Board discussed the 2004 Legislation and submitting ideas for the Legislative Wish List. No action was necessary.

**2004 Legislation**

Mr. Versch provided information to the Board regarding the Virginia Real Estate Appraiser Board application review outlining staff and Board members responsibilities. No action was taken.

**Board Member Training- Application Review**

The Board recessed at 11:25 a.m. and reconvened at 11:45 a.m.

**Recess**

Ms. Karen W. O’Neal, Deputy Director, Regulatory Programs provided Board Member Training.

**Board Member Training- Regulatory Programs/ Regulatory Review**

Mr. Whaley requested the presence of William A. Diamond and Jerry Kilgore from the Office of the Attorney General at the next Real Estate Appraiser Board meeting scheduled for August 26, 2003.

The meeting **adjourned** at 12:10 p.m.

**Adjourn**

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David N. Castle, Chairman

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Louise Fontaine Ware, Secretary

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Custodian of the Record

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