



## PROFESSIONAL APPRAISERS ASSOCIATION OF SOUTH DAKOTA

### Minutes October 1, 2020 Board of Directors Meeting Fall Conference Virtual Meeting Via Zoom

#### **Call to Order**

President Mary Houk called the meeting to order at 1:08pm Mountain Time, noting that a quorum was present.

#### **Roll Call**

##### **Members present:**

Mary Houk, Adam Lalim, Craig Steinley, Bill Bear, Sandra Gresh, Charlotte Deaver, Peggy Kalt, Marvin Siebrecht, and Brooke Newstrom. Excused was Brian Schmidt.

##### **Guests:**

PAASD Member and Public Relations/Social Committee Chairman, Amy Frink  
Appraiser Certification Program Executive Director, Sherry Bren, joined the meeting later at approximately 2:00pm.

##### **Staff:**

Bev Luke, PAASD Executive Secretary.

#### **Approval of Minutes**

Motion: (Charlotte Deaver) To approve the minutes of the June 4, 2020, PAASD Board of Directors' meeting as written.  
Seconded by Adam Lalim.

**Motion passed.**

#### **Standing Committee Reports**

##### **Financial Report – Craig Steinley**

Motion: (Adam Lalim) To approve the 2020 Year-To-Date Financials as presented. Seconded by Peggy Kalt.

**Motion passed.**

##### **Membership Report – Charlotte Deaver**

As of October 1, 2020, there are 140 PAASD members paid for 2020. There are 18 who have paid their 2021 dues.

##### **Education Report – In the absence of Brian Schmidt, Mary Houk gave the committee report**

2020 Supervisory course update: February, June, and August had a total of 33 registered.

November 16, 2020, Fall Conference class, “**Evaluations: Understanding the Brand New Product/Services That SD Appraisers Can Offer Their Clients**”. This 4-hour class will be offered via Zoom. The cost will be \$125, member and non-member. An email will go out to all SD credentialed appraisers and lenders will be invited.

The 2021 Annual Meeting will be January 20, 21, and 22 and is planned, at this time, to be in-person in Chamberlain. Tuesday afternoon, the 20<sup>th</sup>, will be the PAASD BOD meeting. Wednesday and Thursday will be class days. The classes for the January meeting have not been chosen. President Mary asked for volunteers from the Board to help with the education.

The AQB and the ASC has recently decided to allow in-class approved education (both CE and QE) to be offered virtually through the end of 2021. Therefore, it was suggested that PAASD members be surveyed to determine interest in attending the Annual Meeting in-person or virtually (via Zoom). A tool, such as Survey Monkey, will be used to gather information as to how many appraisers would attend an in-person Annual Meeting in January 2021. Executive Secretary

Bev will contact Arrowwood at Cedar Shore to find out how many students each of the rooms will hold while accommodating social distancing, and about lunches and breaks/snacks. The Board will make a final decision about the form of January 2021 Annual Meeting at the upcoming November 16, 2020, Zoom meeting. PAASD's virtual CE offering about evaluations will be held that afternoon.

### **Public Relations/Social Report – Amy Frink**

Amy and Bev will work on sponsor letters and will proceed with the “*extraordinary assumption*” that the January 2021 Annual Meeting will be in-person. The SD Chapter of ASFMRA is also using the same assumption that the Annual Meeting will be in-person and that the auction fundraiser will be held.

### **Special Committee Reports**

#### **Government Affairs Report – Craig Steinley**

The Government Affairs Fund has adequate reserves for any contemplated actions necessary to support the appraiser profession in SD.

Craig noted that the Government Affairs Committee will consider and bring forward a recommendation to the Board concerning support for the legislative efforts of the Appraiser Certification Program. The program is likely to introduce legislation in the 2021 legislative session.

Sherry Bren, Executive Director of the SD Appraiser Certification Program, was introduced. Sherry requested that PAASD write a letter to the Appraiser Certification Program expressing support for the implementation of the AQB/ASC decision to allow virtual CE and QE through the end of 2021. She asked for the letter by the following day due to an upcoming meeting with her supervisors.

Sherry also asked for a representative from PAASD to attend the upcoming Rules Hearing to be held in Pierre the first part of November. Adam Lalim volunteered to attend the hearing and Sherry will provide him the logistical details.

Sherry then explained the details of the grant from the ASC that the Appraiser Certification Program was recently awarded. The grant funds will be used to set up an ‘experience’ training program to help entry-level appraisers get into the profession. This training will be another path for trainees to gain the experience hours needed to obtain an appraiser credential. The program will be an alternative to, and not a replacement for, the current supervisor-trainee model that has been in place since FIRREA required an appraiser regulatory program in all of the states and US territories. The grant will have a three-year term and a lead trainer (appraiser) will eventually be sought, as well as associate trainers. Students will be expected to pay tuition and simultaneously complete their qualifying education throughout the program. It will be administered by the Appraiser Certification Program according to the AQB requirements and is envisioned to provide an alternate path for appraiser trainees to gain enough experience for the Licensed, Certified Residential, or Certified General credential.

Sherry asked PAASD's Board to consider offering scholarships to help trainees through the new experience training program once it is formalized and announces its first experience training ‘class’. The current target date to stand the program up is the summer of 2021.

To facilitate the experience training program, the Department will be submitting a bill in the next legislative session. Sherry asked for PAASD's support in Pierre. When a draft of the bill is ready, it will be provided to the PAASD Board for their consideration to support.

### **Website – Craig Steinley – Moved to later in the meeting**

#### **Scholarship Report – Sandy Gresh**

Sandy noted that Allan Hall is on the Scholarship Committee – his name was inadvertently left off the agenda. Sandy re-capped for the Board the status of scholarships. Three Professional Development Scholarships were submitted for consideration in 2019 and three were granted in January 2020. Four Denny Wagner Scholarships were awarded to PAASD members that attended a PAASD-sponsored class during the January 2020 Annual Meeting. These continuing education scholarships have not yet been used and the scholarship recipients will be encouraged to redeem them for the PAASD-sponsored November offering or for the PAASD-sponsored offerings at the January 2021 Annual Meeting.

The PAASD Professional Development Scholarship application was emailed to all the members in September. The application is also on the website. Sandy reminded everyone that the Board approved granting five 2020 Professional Development Scholarships at the June 2020 BOD meeting. The application period for the Professional Development Scholarships is the same as in past years – October 1 until December 15.

Sandy continued the discussion with a suggestion to change/remove the requirement of two letters of recommendation with each scholarship application. Also, scholarships for the new state experience training program may need to be incorporated into the application process starting with the 2021 application period. This year's application has already been distributed, so any changes would be in the 2021 application cycle. Sandy noted that this allows time for the committee to put together a comprehensive recommendation for the Board.

The Board discussed its long-standing policy to determine which dedicated fund will benefit from the funds raised during its fundraising activities at the January Annual Meeting auction/raffle.

Motion: (Craig Steinley) To have the funds raised at the 2021 Annual Meeting auction/raffle go to the dedicated Legislative Fund. Seconded by Sandy Gresh.

**Motion passed.**

### **Website – Craig Steinley**

Craig talked about the recent enhancements to the website. PAASD is seeking to have an automated invoicing module created. This would be a joint project/cost with NDAA, as they need the same service from website provider Factor 360.

### **Old Business**

Executive Secretary: Bev Luke offered to sign a two-year extension at the end of her current contract period, February 1, 2022. This will require Board approval. Referring to the action of the last Board meeting, an Executive Secretary search task force will therefore not be established at this time.

Revisions to the Memorandum of Understandings (MOUs) between PAASD and the SD Chapter of ASFMRA (Legislative and Education) are being considered by the SD Chapter of ASFMRA Board. The PAASD Board is scheduled to consider the MOU revisions at the January Board meeting.

A proposed letter to the Appraisal Institute regarding the possible re-alignment of chapters will be considered again after the Wyoming and Western South Dakota Chapter holds their fall meeting on October 14, 2020. The Chapter will be sending a survey to their members and will wait for the results to make further comments.

The Nominating Committee was discussed as it is a focus item in the PAASD Strategic Plan. The planning workgroup meeting will be held on October 29<sup>th</sup> and the formation of committees and their duties will be part of this workgroup's consideration.

Bev updated the Board about video conferencing capabilities. PAASD will purchase a Zoom account to accommodate at least 100 attendees (the Zoom Pro Account), and the expense will be charged to "Conference Calls & Video Conference Fees" – line item 13 of the 2020 budget. Since the cost of the Zoom account is less than the current budgeted amount, no Board action was necessary.

### **New Business:**

The President added three items to New Business after the presentation by the Executive Director of the SD Appraiser Certification Program, Sherry Bren, earlier in the meeting.

The first item was a request that a representative from PAASD attend the Dept of Labor and Regulation's rules hearing on Evaluations in November. Adam Lalim volunteered to attend as PAASD's representative.

The second item was a suggestion that PAASD send a letter supporting the continued use of virtual education in SD.

Motion: (Peggy Kalt) To have President Mary Houk write a letter of support encouraging the continued acceptance by the regulator of the virtual education option through the end of 2021. The letter should be addressed to Ms. Sherry Bren, Executive Director of the SD Appraisal Certification Program. Seconded by Marv Siebrecht.

**Motion passed.**

The third item was a request for PAASD's support for the Department of Labor and Regulation's legislation to form the training program utilizing the grant money obtained from the ASC. The Governmental Affairs Committee will make a recommendation to the Board after a copy of the proposed legislation is received.

The President notified the Board that due to the resignation of director Charles Ferraro, a Director vacancy must be filled at this meeting. The Board member elected by the Board for this vacancy at this time will serve only until the 2021 Annual Meeting. The remaining two years in Chuck's term will be filled via the scheduled membership election at the 2021 Annual Meeting.

The President announced that Amy Frink agreed to be elected as Director to fill this position until the next election at the January 2021 meeting. She asked if there were any other nominations. Receiving no other nominations, the president asked for a motion.

Motion: (Craig Steinley) To elect Amy Frink to the Board of Directors to fill the position left open by Chuck Ferraro's resignation through January 2021. Seconded by Peggy Kalt.

**Motion passed unanimously.**

The President stated that per the governance structure amendments to our bylaws, as passed by the members in September of 2018, an election for 2021-22 President and Vice-President will be held at this meeting. The candidates will be elected from the current Board of Directors. Upon a request from the President, Craig Steinley spoke about the history and need for AARO's governance structure changes in 2018.

The Executive Secretary, Bev Luke, stated that two self-nominations were received for the office of President: Adam Lalim of Watertown and Sandra Gresh of Britton. The election was held after each candidate was offered the opportunity to address the Board. Each Board member in attendance emailed their vote to the Executive Secretary. The Executive Secretary tallied the votes and announced that the 2021-22 President of PAASD will be Sandra Gresh of Britton, SD.

The Executive Secretary then confirmed that one self-nomination for Vice President was received. It was from Amy Frink. Since there was only one nomination, the President asked if there were other nominations. Receiving no other nominations, the president asked for a motion regarding Vice President.

Motion: (Peggy Kalt) To cast a unanimous ballot for Amy Frink as Vice President of PAASD for the 2021-22 coming year. Seconded by Adam Lalim.

**Motion passed.**

Due to time constraints, the overview of the Strategic Plan on the agenda was deferred to a future meeting. President Mary Houk asked the workgroups to send their revisions to her and she will update the Strategic Plan accordingly.

A strategic planning meeting will again be considered for June 2021 in Pierre. At the upcoming November 16, 2020, virtual Board meeting, this decision will be finalized.

Motion: (Marv Siebrecht) To adjourn the meeting. Seconded by Peggy Kalt.

**Motion passed.**

Meeting was adjourned at 3:58 p.m.

Respectfully submitted,

Bev Luke  
PAASD Executive Secretary

**Upcoming Events – Save The Dates:**

November 16, 2020 – Board Meeting in the morning (virtual)  
November 16, 2020 – 4-hour "Evaluations" seminar (virtual training)  
January 20, 2021 – January BOD Meeting  
January 21-22, 2021 – Annual Meeting Education in Chamberlain, SD  
January 21, 2021 – Annual PAASD Membership Meeting  
June 2021 (TBD) – Strategic Planning Session in Pierre, SD