



## PROFESSIONAL APPRAISERS ASSOCIATION OF SOUTH DAKOTA

### Minutes October 12, 2023 Board of Directors Meeting Fall Conference SpringHill Suites, Deadwood, SD

#### **Call to Order**

President Amy Frink called the meeting to order at 4:50 PM Mountain Time, noting that a quorum was present.

#### **Roll Call**

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

Sandra Gresh, Amy Frink, Craig Steinley, Billy Bear, Charlotte Deaver, Marv Siebrecht, Marshall Miller, Scott Kopplin, Patrick Wyatt, Kent Roe, and David Lawrence.

##### **Guests:**

Sherry Bren, WY/DAK Executive Director  
Debbie Ellerton, NDAA Executive Secretary  
Joshua Walitt, Instructor and NAA President

##### **Staff:**

Bev Luke, PAASD Administrative Secretary.

President Amy announced that the agenda would be modified to accommodate the Finance Chair and at 5:30 PM, North Dakota website committee chair will join via Zoom.

#### **Approval of Minutes**

Motion: (Patrick Wyatt) To approve the minutes of the June 16, 2023, PAASD Board of Directors' meeting as written.  
Seconded by Scott Kopplin.

**Motion passed.**

#### **Standing Committee Reports**

##### **Membership Report – Billy Bear**

Free memberships were offered to recent State-Registered (now Registered Trainee) appraisers. Many have accepted the invitation.

Phone calls were made to non-renewals which resulted in many renewing. As of 9/30/2023, PAASD had 117 members for 2023.

##### **Education Report – Scott Kopplin**

The Thursday, October 12, 2023, 4-hour seminar “**Appraising Residential Property on Tribal Land**”, sponsored by the South Dakota Native Home Ownership Coalition (SDNHOC) and facilitated by PAASD, had 20 attendees. PAASD’s Fall Conference class “**Ultimate Workfile: What, When, Why and Rock Solid Report Writing**” is to be presented on Friday, October 13, 2023. This 7-hour class (two 3.5 hour seminars) has 41 registrations with eight using scholarships (four Denny Wagner and four complimentary for Registered Trainees).

Discussion followed regarding presenting classes in-person and also virtually – hybrid offerings. Since it seems that it may be expected, many thoughts were exchanged and finally it was determined that PAASD should offer their presentations via hybrid. A suggestion was made to charge more for virtual attendees to encourage in-person attendance.

Virtual offerings would take an investment in equipment. Bev noted that the Equipment Fund has adequate funds to purchase the video equipment needed to do a virtual presentation.

Motion: (Scott Kopplin) To buy the OWL 360 Degree Camera for ongoing classes to present via Zoom (virtually) and in-person. Seconded by Charlotte Deaver.

**Motion passed.**

The Sioux Falls USPAP class will be December 1, 2023, at the Club House Hotel and Suites in Sioux Falls.

There will be a December 5, 2023, Supervisory/Trainee class in Sioux Falls at the RASE office.

The 2024 Annual Meeting will be **January 23 – 25, 2024**, in Chamberlain (Oacoma) at the Arrowwood Resort and Conference Center at Cedar Shore. The tentative schedule will be: A BOD meeting the morning of Tuesday the 23<sup>rd</sup> with an afternoon seminar starting at 1:00PM. Wednesday the 24<sup>th</sup> would be the 7-hour USPAP Update Course with the PAASD Annual Meeting during lunch, and Friday would be a morning seminar. The dinner and auction fund raiser would be Tuesday night to help capture the enthusiasm of the crowd.

President Amy has invited Lisa Desmarais from the Appraisal Foundation to speak at one of the half-day classes. Amy will follow up with Lisa.

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

Motion: (Kent Roe) To approve receipt of the 2023 Year-To-Date Financials as presented. Seconded by Charlotte Deaver.

**Motion passed.**

Bev requested that the Board approve having all PAASD accounts to be available online. BankWest has said they need to have minutes showing that the Board approves all accounts available when doing online banking.

Motion: (Sandra Gresh) To approve having all accounts available for online banking. Seconded by Billy Bear.

**Motion passed.**

At this time David Whartnaby, the Website Committee Chairman for the North Dakota Appraiser Association, joined the meeting via Zoom. He went through the positives about the new website and explained that it will probably cost more than originally anticipated, but the result will be worthwhile. NDAA has been working with Factor 360 to get all the plugins for WordPress working and has ironed out a lot of the wrinkles. The PAASD Board agreed to join NDAA in the quest for this new website which will, in turn, cut the cost of just one organization changing to WordPress. Factor 360 will not necessarily clone NDAA's website, but they will mimic it. For a preview of what the PAASD site will eventually look like (with some variations) go to [www.NDappraisers.org](http://www.NDappraisers.org).

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

Amy noted that her contact with the South Dakota Chapter of ASFMRA is Jeff Barker, the President of that organization. The ASFMRA Chapter is again willing and excited to work together on the auction and dinner that will be held on Tuesday night, January 23<sup>rd</sup>.

The Board discussed how the funds raised should be used. In the past they have either been designated to the Government Affairs Fund or the Scholarship Fund. With the advent of the large investment in the website, a suggestion was made to create a Website Maintenance Fund to help defray the large investment in the new website and to have an ongoing fund to use for future maintenance and upgrades.

Motion: (Marv Seibrecht) To approve creating a Website Maintenance Fund and have this year's auction proceeds go into that fund. Seconded by Scott Kopplin.

**Motion passed.**

### **Special Committee Reports**

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

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

At this time, Craig Steinley does not anticipate PAASD putting forth any legislation nor has there been mention of any such movement from the Department of Labor & Regulation.

#### **Website – Craig Steinley**

Craig Steinley presented new proposals to the Board for a major update to the PAASD website. Debbie Ellerton, the NDAA Executive Secretary, described NDAA's position and displeasure with some of the capabilities of the current website. PAASD and NDAA are working with Factor 360 as the collaboration reduces the expense to each organization.

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

Sandy noted that the Scholarship Fund has adequate funds per the saving's report.

The committee has taken into consideration suggestions made to change some of the language in the application. In addition to changing the awards to happen quarterly beginning in January, the dollar amount was suggested to be increased and to enable the scholarship to be used for the new PAREA (Practical Applications of Real Estate Appraisal) program. This program is a substitute for the one-on-one supervisor/trainee. We have trainees in South Dakota who have been searching for a supervisor with no success. This program will be helpful to those individuals.

Motion: (Patrick Wyatt) To approve the PAASD Professional Development Scholarship to be used for the PAREA program and to increase the scholarship award to \$1,000. Seconded by Sandra Gresh.

**Motion passed.**

For clarification, the PAREA program has two modules, Licensed Residential and Certified Residential. A scholarship will be available for each module and will be paid at the successful completion of the module.

Since the Appraisal Institute is the only organization that is participating in the PAREA program, Craig Steinley abstained from the vote.

### **Old Business**

The Policies and Procedures Manual is hoped to be available for the Board's approval at the January 2024 BOD meeting.

WY/DAK Executive Director Sherry Bren said that on April 3, 2023, the Wyoming, North Dakota, & South Dakota Chapter of the Appraisal Institute was officially formed. There were many details that needed to be worked on but now the Chapter is up and running and has 84 members.

They are actively trying to recruit members and will sponsor snacks and beverages at the PAASD seminar on October 13, 2023, seminar. They will give a short speech during the seminar.

They are also working with the North Dakota Appraisers Association to hopefully create a connection.

**New Business:**

The President stated that per the governance structure amendments to our bylaws, as passed by the members in September of 2018, an election for 2024-25 President and Vice-President will be held at this meeting. The candidates will be elected from the current Board of Directors.

A nomination was received for Amy Frink for president and a nomination was received for Scott Kopplin for vice president for the 2024-25 year.

Motion: (Marv Siebrecht) Move that nominations cease and a unanimous ballot be cast for Amy Frink for president and Scott Kopplin for vice president. Seconded by Patrick Wyatt.

**Motion passed unanimously with Amy and Scott abstaining from the vote.**

A nomination form will be sent to all PAASD members at least 30 days prior to the January Annual Meeting asking for nominations (or self-nominations) for the open director positions. An election by Election Runner will be held if there are more than two nominations. The new Directors will be presented at the Annual Meeting with the membership in attendance asked to unanimously accept the slate or provide additional nominations with bios.

Directors:

**Term Expiring Annual Meeting 2024**

Marshall Miller (Eligible for another 3-year term)

Marv Siebrecht (Eligible for another 3-year term)

Prior to adjourning the meeting, President Amy went through the survey that was sent to 273 in-state SD appraisers. 132 appraisers responded to the survey; an astounding 48.4%.

Meeting was adjourned at 7:03 p.m.

Respectfully submitted,

Bev Luke  
PAASD Executive Administrator

**Upcoming Events**

**[January 23-25, 2024 – Annual Meeting at Arrowwood Resort at Cedar Shore – Education To Be Determined with an afternoon class on Tuesday, a full day \(USPAP\) on Wednesday, and a morning class on Thursday.](#)**

**[BOD Meeting on Tuesday morning – 9:00 AM](#)**

**[Social Dinner and Auction on Tuesday evening – 5:30 PM](#)**