



# IDFPR

Illinois Department of  
Financial and Professional Regulation

Division of Real Estate

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**JB PRITZKER**  
Governor

**MARIO TRETO, JR.**  
Secretary

**LAURIE MURPHY**  
Director

**Illinois Department of Financial & Professional Regulation  
Division of Real Estate  
Real Estate Appraisal Administration and Disciplinary Board  
("The Real Estate Appraisal Board")**

## Open Minutes

Date: May 14, 2024

Call to Order: 10:00 a.m. – Gail Lissner - Chairperson

Location: Illinois Department of Financial and Professional Regulation "IDFPR" /Division of Real Estate "DRE"  
555 West Monroe Street, 5<sup>th</sup> Floor, Conference Room 5C5  
Chicago, Illinois 60661  
And  
Via Interactive Video Conference at IDFPR  
320 West Washington Street, 3<sup>rd</sup> Floor, Conference Room 376  
Springfield, Illinois 62786

Board Members Present: Douglas Anderson, Sara Chambers, Gail Lissner, Patricia McGarr, Jonathan Michie, Faiq Mihlar, Mike Morris, Ken Mrozek, Brian Weaver (Non-Voting)

Board Member Present via WebEx: Christopher Posey

Board Members Not Present: Cecelia Marlow

Staff Members Present: Adrienne Levatino – Associate General Counsel, Nathaniel Chandler - Chief of Licensing and Education, Brian Weaver – Chief of Boards and Complaints for Real Estate Appraisal, Home Inspection and Auction, Merle Shearer – Chief of Prosecutions, Hector Rodriguez – Chief of Investigations, Jennifer Rossiter Moreno – Operations Manager, Mary Crocker – Division of Real Estate Licensing and Education, Deb Malinowski – Board Liaison, Susan Sigourney – Appraisal Board Liaison

Guests Present: Jim Blaydes, Bill Ceaser, Melissa Cannata, Scott Dibiasio, Rich deVerdier, Herbert Meyer

TOPIC	DISCUSSION	ACTION
<p><b>Call to Order</b></p>	<p>Chairperson Gail Lissner opened the meeting.</p> <p style="text-align: center;">Attendance Taken:            Douglas Anderson - present            Sara Chambers - present            Gail Lissner – present            Patricia McGarr – present            Jonathan Michie - present            Faiq Mihlar – present            Mike Morris – present            Ken Mrozek – present            Christopher Posey – present via WebEx</p> <p>Gail Lissner informed the Board that Mike Morris is retiring from the Appraisal Board, and this is his last Board meeting Mike Morris thanked the Board, and the Board thanked him for his time and specialized service over the last several years. Mike Morris is an invaluable member of the Appraisal Board, and he will be missed. Adrienne Levatino explained the Director had to be out of town and had to miss the meeting, but the Director had Susan Sigourney present Mike Morris with a certification of appreciation and a personal card.</p>	<p>The meeting was called to order at 10:00 a.m.</p>
<p><b>Review and Approval of Board Minutes</b></p>	<p>The Board reviewed the Open Minutes from the April 9, 2024, Appraisal Board meetings.</p>	<p>A motion was made by McGarr and seconded by Mrozek to approve the Open Minutes as presented from the April 9, 2024, Appraisal Board meeting. The motion carried.</p>
<p><b>Public Comments</b></p>	<p>Members of the public introduced themselves. Herbert Meyer thanked Mike Morris for being an excellent boss when he worked for Mike Morris.</p>	
<p><b>Licensing and Education Report</b></p>	<p>The Licensing Report for activity conducted in April 2024 was available in SharePoint for the Board to review. A copy of the report is attached to and made a part of these minutes.</p>	

	<p>Nathaniel Chandler informed the Board that the AMC annual report notices were sent out to the AMCs on May 1<sup>st</sup>. Nathaniel Chandler noted the deadline for the AMCs to file their reports through the online portal is June 30, 2024.</p> <p>Nathaniel Chandler explained that the Department sent a second CE audit deficiency letter targeted to the licensees that have not responded to their first CE audit letter. Nathaniel Chandler informed the Board there is a total of 226 licensees who have not responded to the deficiency letters.</p> <p>Mary Crocker reported that since the last Board meeting, the following have been approved:  10 Education Courses  4 log audits  1 Out of State CE request  No Non-Student Activity  4 Endorsement Applications  4 Application Reviews</p>	
<b>Investigations Report</b>	The Investigations Report through the month of April 2024 was available in SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.	
<b>Prosecutions Report</b>	The Prosecutions Report through the month of April 2024 was available in SharePoint for the Board to review. A copy of this report is attached to and made a part of these minutes.	
<b>Appraisal Education Course Approval</b>	<p>Appraisal Courses reviewed and approved by Doug Anderson:</p>	A motion was made by McGarr and seconded by Mrozek to recommend approval of the 10 Appraisal Education applications reviewed by the Board members and presented by Mary Crocker. The motion carried.

	<p>ASFMRA (QE &amp; CE) General Appraiser Report Writing and Case Studies, QE – 30 hours and CE- 28 hours.</p> <p>ASFMRA (CE) Appraising Ag Facilities: Poultry Seminar, 8 hours.</p> <p>ASFMRA (QE &amp; CE) Intro of Statistical Analysis for Appraisers, QE- 15 hours, and CE – 14 hours.</p> <p>Appraisal Course reviewed and approved by Ken Mrozek:</p> <p>ASFMRA (CE &amp; QE) Income Approach for General Appraisers Part II, CE – 27 hours, QE – 30 hours.</p> <p>Appraisal Courses reviewed and approved by Mike Morris:</p> <p>ASFMRA (CE) Rural Sales Analysis &amp; Verification, 8 hours.</p> <p>ASFMRA (CE) Farm and Ranch Succession Estate and Continuity Planning, 8 hours.</p> <p>Appraisal Course reviewed and approved by Patricia McGarr:</p> <p>ASFMRA (CE) Principles of Permanent Planting Valuation, 8 hours.</p> <p>Appraisal Course reviewed and approved by Christopher Posey:</p> <p>ASFMRA(CE) Appraiser as an Expert Witness, 8 hours.</p> <p>Appraisal Course reviewed and approved by Sara Chambers:</p> <p>Appraiser eLearning (CE) Appraiser’s Guide to the Highest &amp; Best Use, 4 hours</p>	
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	<p>Appraisal Course reviewed and approved by Jonathan Michie:</p> <p>McKissock (CE) &amp; (QE) Navigating Essential Tools for Real Estate Appraisal LW, 4 hours.</p>	
<b>Formal Hearing Schedule</b>	There were no formal hearings scheduled.	
<b>Old Business</b>	There was no Old Business to discuss.	
<b>New Business</b>	There was no New Business to discuss.	
<b>Motion to go into Closed Session</b>	<p>Roll Call Vote Taken:  Doug Anderson - yes  Sara Chambers - yes  Gail Lissner – yes  Patricia McGarr – yes  Jonathan Michie - yes  Faiq Mihlar - yes  Mike Morris – yes  Ken Mrozek – yes  Christopher Posey - yes</p>	<p>A motion was made by McGarr and seconded by Michie to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:20 a.m. The motion carried by roll call vote.</p>
<b>Closed Session:</b>	<p>The closed minutes from the April 9, 2024, meeting was reviewed by the Board.</p> <p>There were no deliberations or pending enforcement actions for the Board to discuss.</p>	
<b>Motion to go into Open Session</b>		<p>A motion was made by Morris and seconded by Mihlar to go into Open Session at 10:27 a.m. The motion carried.</p>
<b>Approval of April 9, 2024, Closed Minutes</b>		<p>A motion was made by McGarr and seconded by Mihlar to approve the Appraisal Board Closed Minutes from April 9, 2024. The motion carried.</p>

<p><b>Ratify Actions Taken in Closed Session</b></p> <p><b>Closed Minutes Remain Closed</b></p> <p><b>Recommendations</b></p> <p><b>The Board signed one Finding of Fact, Conclusions of Law, and Recommendation to the Director</b></p> <p><b>Orders</b></p>	<p>There were no one cases for deliberation.</p> <p>There were no Orders for the Board to review in Closed Session.</p> <p>The Board received a report that reflected that there was 1 final action by the Director on a Consent Order previously signed by the Board. 2020-02867 David Randolph</p>	<p>A motion was made by McGarr and seconded by Chambers to ratify the Board’s actions taken in Closed Session. The motion carried.</p> <p>A motion was made by Mrozek and seconded by McGarr that minutes of the Closed Sessions of the Appraisal Board remain closed. The motion carried.</p>
<p><b>Adjournment</b></p>	<p>The next meeting is scheduled for June 11, 2024.</p>	<p>A motion was made by Morris and seconded by McGarr to adjourn the meeting at 10:29 a.m. The motion carried.</p>

# Licensing Report

Prepared by Nathaniel Chandler

# April 2024

**Filtered By**

- Board = APPRAISAL
- START DATE = 04/01/2024
- END DATE = 04/30/2024

5/6/2024 at 11:20:12 AM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	8	5	0	0	1,366
555	Licensed Appraiser Education Provider	0	0	0	0	0	17
556	Certified Residential Real Estate Appraiser	0	0	2	0	2	1,706
557	Associate Real Estate Trainee Appraiser	1	4	3	0	2	340
558	Appraisal Management Company	0	0	2	0	0	136
572	Temporary Practice Real Estate Appraiser	0	5	4	0	0	36
573	Licensed Appraiser Pre-Lic Course	0	3	1	0	0	101
575	Licensed Appraiser CE Course	0	8	5	0	0	372
<b>Totals</b>		1	28	22	0	4	4,074

### Illinois Real Estate Appraiser Program

From: 4/1/2024 To: 4/30/2024

		Pass		Fail		Total
		N	%	N	%	N
Certified General Appraiser Examination	First Time	3	75.00	1	25.00	4
	Repeat	0	0.00	2	100.00	2
	<b>Total</b>	3	50.00	3	50.00	6
Certified Residential Appraiser Examination	First Time	1	50.00	1	50.00	2
	Repeat	0	0.00	2	100.00	2
	<b>Total</b>	1	25.00	3	75.00	4







