



# IDFPR

Illinois Department of  
Financial and Professional Regulation

Division of Real Estate

[idfpr.illinois.gov](http://idfpr.illinois.gov)

**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: October 8, 2024

Call to Order: 10:04 a.m. – Jonathan Michie – 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, 2<sup>nd</sup> Floor, Conference Room 258  
Springfield, Illinois 62786

Board Members Present: Douglas Anderson, Gail Lissner, Cecelia Marlow, Patricia McGarr, Jonathan Michie, Faiq Mihlar, Ken Mrozek, Christopher Posey, Brian Weaver (Non-Voting)

Staff Members Present: Jeremy Reed – Deputy Director of the Division of Real Estate, Adrienne Levatino – Associate General Counsel, Nathaniel Chandler - Chief of Licensing and Education, Brian Weaver – Appraisal Coordinator, Home Inspection and Auction, Merle Shearer – Chief of Prosecutions, Hector Rodriguez – Chief of Investigations, Daniel Kazlauski – Staff Attorney, Jennifer Rossiter Moreno – Operations Manager, Deb Malinowski – Board Liaison, Susan Sigourney – Appraisal Board Liaison, Mamadou Sow – Investigations Intern

Guests Present: Jim Blaydes, Melissa Cannata, Rich deVerdier, Scott Dibiasio, Tim McCarthy, Randy Neff, Sarah Walsh, Bruno Zaucha

TOPIC	DISCUSSION	ACTION
<b>Call to Order</b>	<p>Chairperson Jonathan Michie opened the meeting.</p> <p style="text-align: center;">Attendance Taken:            Douglas Anderson - present            Gail Lissner - present            Cecelia Marlow – present            Patricia McGarr - present            Jonathan Michie - present            Faiq Mihlar – present            Ken Mrozek – present            Christopher Posey – present</p>	The meeting was called to order at 10:04 a.m.
<b>Review and Approval of Board Minutes</b>	The Board reviewed the Open Minutes from the September 10, 2024, Appraisal Board meetings.	A motion was made by McGarr and seconded by Lissner to approve the Open Minutes as presented from the September 10, 2024, Appraisal Board meeting. The motion carried unanimously.
<b>Public Comments</b>		
<b>Licensing and Education Report</b>	<p>The Licensing Report for activity conducted in September 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 online AMC renewal was launched last week.</p> <p>Nathaniel Chandler also informed the Board that the Department is sending renewal notices for appraisal education providers and appraisal education courses via email today to the schools with links to the paper renewals. Nathaniel Chandler explained this education renewal will be a paper renewal with paper checks, and ePay will not be available.</p> <p>Nathaniel Chandler also requested that, due the Department’s fiscal process, for the education providers who have many education</p>	

	<p>courses, please submit payments in no larger than batches of 10.</p> <p>Susan Sigourney reported that since the last Board meeting, the following have been approved:</p> <p>4 Education Courses  1 log audit  0 Out of State CE request  0 Non-Student Activity  4 Endorsement Application  2 Application Reviews</p>	
<b>Investigations Report</b>	<p>The Investigations Report through the month of September 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.</p> <p>Hector Rodriguez introduced the new Investigations Intern, Mamadou Sow.</p>	
<b>Prosecutions Report</b>	<p>The Prosecutions Report through the month of September 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.</p>	
<b>Appraisal Education Course Approval</b>	<p>Appraisal courses reviewed and approved by Douglas Anderson:</p> <p>ASFMRA (CE) ASFMRA Hot Topics for Midwest Ag Professionals, 7 hours</p> <p>ASFMRA (CE) ASFMRA AgWare Back to Basics for Datalog and Clickforms, 7 hours</p> <p>Appraisal courses reviewed and approved by Gail Lissner:</p> <p>Appraiser eLearning (CE) 2024 Appraisers Guide to Short Term Rentals, 4 hours</p> <p>Chicago Chapter of the Appraisal Institute (CE) Marina Valuations, 2 hours</p>	<p>A motion was made by McGarr and seconded by Posey to recommend approval of the 4 Appraisal Education applications reviewed by the Board members and presented by Susan Sigourney. The motion carried unanimously.</p>

<b>Formal Hearing Schedule</b>	There is a formal hearing scheduled for November 14, 2024.	
<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:  Douglas Anderson - yes  Gail Lissner – yes  Cecelia Marlow - yes  Patricia McGarr - yes  Jonathan Michie - yes  Faiq Mihlar - yes  Ken Mrozek – yes  Christopher Posey – yes</p>	A motion was made by Anderson and seconded by McGarr to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:14 a.m. The motion carried by roll call vote.
<b>Closed Session:</b>	<p>The closed minutes from the September 10, 2024, meeting was reviewed by the Board.</p> <p>The Board deliberated on one disciplinary action.</p>	
<p><b>Motion to go into Open Session</b></p> <p><b>Approval of September 10, 2024, Closed Minutes</b></p> <p><b>Ratify Actions Taken in Closed Session</b></p> <p><b>Closed Minutes Remain Closed</b></p>		<p>A motion was made by Posey and seconded by Mrozek to go into Open Session at 10:30 a.m. The motion carried unanimously.</p> <p>A motion was made by McGarr and seconded by Lissner to approve the Appraisal Board Closed Minutes from September 10, 2024. The motion carried unanimously.</p> <p>A motion was made by Posey and seconded by Lissner to ratify the Board’s actions taken in Closed Session. The motion carried unanimously.</p> <p>A motion was made by Mrozek and seconded by McGarr that minutes of the Closed Sessions of the</p>

<p><b>Recommendations</b></p> <p><b>The Board signed no Finding of Fact, Conclusions of Law, and Recommendations to the Director</b></p>	<p>There were no cases for deliberation.</p>	<p>Appraisal Board remain closed. The motion carried unanimously.</p>
<p><b>Orders</b></p>	<p>There was one Consent Order for the Board to review in Closed Session.</p>	<p>The Board signed one Consent Order.</p>
<p><b>Adjournment</b></p>	<p>The next meeting is scheduled for November 12, 2024.</p>	<p>A motion was made by Posey and seconded by McGarr to adjourn the meeting at 10:30 a.m. The motion carried unanimously.</p>

# Licensing Report

Prepared by Nathaniel Chandler

# September 2024

**Filtered By**

- Board = APPRAISAL
- START DATE = 09/01/2024
- END DATE = 09/30/2024

10/1/2024 at 2:23:58 PM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_Lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	7	2	0	0	1,389
555	Licensed Appraiser Education Provider	0	0	0	0	0	17
556	Certified Residential Real Estate Appraiser	0	1	1	0	1	1,711
557	Associate Real Estate Trainee Appraiser	0	5	2	0	1	351
558	Appraisal Management Company	0	2	1	0	0	138
572	Temporary Practice Real Estate Appraiser	0	5	7	0	1	32
573	Licensed Appraiser Pre-Lic Course	0	0	0	0	0	101
575	Licensed Appraiser CE Course	0	2	5	0	0	396
<b>Totals</b>		0	22	18	0	3	4,135

**Illinois Real Estate Appraiser Program**

From: 9/1/2024 To: 9/30/2024

		Pass		Fail		Total
		N	%	N	%	N
Certified Residential Appraiser Examination	First Time	0	0.00	0	0.00	0
	Repeat	0	0.00	1	100.00	1
	<b>Total</b>	0	0.00	1	100.00	1





**APPRAISAL PROSECUTION REPORT 2024**

**September**

	Pending /Open Cases	AP cases less than 2 months	AP cases over 3 months	AP cases over 6 months	AP cases over 9 months	AP cases over 12 months	AP cases over 24 months	Formal Complaints Filed	Informal Conferences held	New Cases Rec'd	CLOSED	CLOSED Admin	CLOSED Admin Warn Letter	Closed CE with memo	CLOSED Formal Order	CLOSED: Consent Order	CLOSED: Non-Disc Order / CAS	IL Inc Tax	Motion for Rehearing filed
<b>JANUARY</b>	12	1	4	2	2	3	0	1	2	1	6	1	0	0	2	0	3	0	0
<b>FEBRUARY</b>	11	2	1	3	0	5	0	2	0	2	3	0	1	0	0	0	2	0	0
<b>MARCH</b>	10	4	0	3	0	3	0	0	0	2	3	0	1	0	0	2	0	0	0
<b>APRIL</b>	10	4	1	3	0	2	0	1	0	4	4	3	0	0	0	1	0	0	0
<b>MAY</b>	13	9	1	2	0	1	0	1	1	5	2	0	0	0	0	1	0	0	1
<b>JUNE</b>	11	7	2	0	1	1	0	0	0	2	4	0	0	0	0	2	2	0	0
<b>JULY</b>	12	4	5	1	1	1	0	0	0	3	2	0	0	0	1	0	0	1	0
<b>AUGUST</b>	15	5	7	1	0	2	0	0	0	3	0	0	0	0	0	0	0	0	0
<b>SEPTEMBER</b>	14	4	6	2	0	2	0	1	2	1	2	1	0	0	0	0	0	1	0
<b>OCTOBER</b>											0								
<b>NOVEMBER</b>											0								
<b>DECEMBER</b>											0								
<b>TOTAL</b>								6	5	23	26	5	2	0	3	6	7	2	1

NEW CASES		RECEIVED								Sep
investigations	applicant w/criminal	CE	applicant sister discipline	tax	child support	petition for hearing	reopen	USPAP	petition for restoration	TOTAL
0	0	0	0	1	0	0	0	0	0	1