



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Real Estate

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: November 12, 2024

Call to Order: 10:02 a.m. – Christopher Posey – Vice Chairperson

Location: Illinois Department of Financial and Professional Regulation "IDFPR" /Division of Real Estate "DRE"
555 West Monroe Street, 5th Floor, Conference Room 5C5
Chicago, Illinois 60661
And
Via Interactive Video Conference at IDFPR
320 West Washington Street, 2nd Floor, Conference Room 258
Springfield, Illinois 62786

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

Board Member Present via WebEx: Jonathan Michie

Board Member Absent: Douglas Anderson

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

Guests Present: Jim Blaydes, Melissa Cannata, Scott Dibiasio, Herbert Meyer, Karen Zaucha

TOPIC	DISCUSSION	ACTION
Call to Order	<p>Vice Chairperson Christopher Posey called the meeting to order.</p> <p style="text-align: center;">Attendance Taken: Gail Lissner - present Cecelia Marlow – present Patricia McGarr - present Jonathan Michie – present via WebEx Faiq Mihlar – present Ken Mrozek – present Christopher Posey – present</p>	The meeting was called to order at 10:02 a.m.
Review and Approval of Board Minutes	The Board reviewed the Open Minutes from the October 8, 2024, Appraisal Board meetings.	A motion was made by McGarr and seconded by Lissner to approve the Open Minutes as presented from the October 8, 2024, Appraisal Board meeting. The motion carried unanimously.
Public Comments	Herbert Meyer asked if the 500-hour logs will continue to be required in the new administrative rules. Brian Weaver responded that the 500-hour requirement is not included in the new rules.	
Licensing and Education Report	<p>The Licensing Report for activity conducted in October 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 updated the Board on the AMC renewal and the Appraisal Education renewal which are in progress at this time. Nathaniel Chandler explained that a third of the AMCs have renewed with a little over a month before the renewal period ends. Mr. Chandler also explained that about 30% of the appraisal education providers have renewed, close to 40% of qualifying education courses have been renewed, and 33% of continuing education courses have been renewed at this time.</p>	

	<p>Nathaniel Chandler indicated that the appraisal renewal forms have been updated to reflect the change to the Appraisal Act and these forms are available on the IDFP website.</p> <p>Nathaniel Chandler also informed the Board that if an AMC renews after the deadline, they may still renew online for one month, but they will be assessed a \$500 late fee.</p> <p>Susan Sigourney reported that since the last Board meeting, the following have been approved:</p> <ul style="list-style-type: none"> 0 Education Courses 2 log audits 0 Out of State CE request 0 Non-Student Activity 6 Endorsement Application 2 Application Reviews 	
Investigations Report	The Investigations Report through the month of October 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.	
Prosecutions Report	The Prosecutions Report through the month of October 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.	
Appraisal Education Course Approval	There were no Appraisal courses approved.	
Formal Hearing Schedule	There is one formal hearing scheduled for November 14, 2024.	
Old Business	Adrienne Levatino informed the Board that the Department has tendered an amendment to the Appraisal Rule incorporating clarification of certain to language to JCAR, which	

	accepted the proposed amended Rule for purposes of initiating the First Notice period.	
New Business	Susan Sigourney explained the open meeting minutes from the January 10, 2023, Appraisal Board meeting have been amended to include the report dates of from December 2022 as opposed to December 2021.	A motion was made by McGarr and seconded by Lissner to approve the amended Open Minutes from the January 10, 2023, Appraisal Board meeting. The motion carried unanimously.
Motion to go into Closed Session	<p>Roll Call Vote Taken 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 Mrozek and seconded by Lissner to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:21a.m. The motion carried by roll call vote.
Closed Session:	<p>The closed minutes from the October 8, 2024, meeting was reviewed by the Board.</p> <p>The Board deliberated on disciplinary actions.</p> <p>There was a brief interruption of communication with the Springfield office due to technological issues; the meeting proceeded telephonically with Board member Mihlar in the Springfield office and the Board members in the Chicago office during the open and closed sessions remained in attendance by telephonic means.</p> <p>Deb Malinowski informed the Board that she will be retiring at the end of this year.</p>	
Motion to go into Open Session		A motion was made by McGarr and seconded by Mihlar to go into Open Session at 10:42 a.m. The motion carried unanimously.
Approval of		A motion was made by Mrozek and seconded by McGarr to approve the

<p>October 8, 2024, Closed Minutes</p> <p>Ratify Actions Taken in Closed Session</p> <p>Closed Minutes Remain Closed</p> <p>Recommendations</p> <p>The Board signed no Finding of Fact, Conclusions of Law, and Recommendations to the Director</p> <p>Orders</p>	<p>There were no cases for deliberation.</p> <p>There was one Consent Order and one Consent to Administrative Supervision Order for the Board to review in Closed Session.</p> <p>The Board received a report reflecting that there was one final action by the Director on a Consent Order previously signed by the Board: Case# 2023-10145 David H. Shotts</p>	<p>Appraisal Board Closed Minutes from October 8, 2024. The motion carried unanimously.</p> <p>A motion was made by Lissner and seconded by Mihlar to ratify the Board's actions taken in Closed Session. The motion carried unanimously.</p> <p>A motion was made by Lissner and seconded by Mrozek that minutes of the Closed Sessions of the Appraisal Board remain closed. The motion carried unanimously.</p> <p>The Board signed one Consent Order and one Consent to Administrative Supervision Order.</p>
<p>Adjournment</p>	<p>The next meeting is scheduled for December 10, 2024.</p>	<p>A motion was made by Mihlar and seconded by McGarr to adjourn the meeting at 10:44 a.m. The motion carried unanimously.</p>

Licensing Report

November 2024

Prepared by Nathaniel Chandler

Filtered By

- Board = APPRAISAL
- START DATE = 11/01/2024
- END DATE = 11/30/2024

12/2/2024 at 3:58:17 PM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	2	4	0	0	1,399
555	Licensed Appraiser Education Provider	0	0	0	0	3	17
556	Certified Residential Real Estate Appraiser	0	7	3	0	0	1,715
557	Associate Real Estate Trainee Appraiser	0	2	2	0	0	350
558	Appraisal Management Company	0	0	1	0	11	140
572	Temporary Practice Real Estate Appraiser	0	13	10	0	1	41
573	Licensed Appraiser Pre-Lic Course	0	1	0	0	36	102
575	Licensed Appraiser CE Course	0	8	3	0	104	400
Totals		0	33	23	0	155	4,164

Illinois Real Estate Appraiser Program

From: 11/1/2024 To: 11/30/2024

		Pass		Fail		Total
		N	%	N	%	N
Certified Residential Appraiser Examination	First Time	3	100.00	0	0.00	3
	Repeat	0	0.00	0	0.00	0
	Total	3	100.00	0	0.00	3



APPRAISAL PROSECUTION REPORT 2024

November

	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
JANUARY	12	1	4	2	2	3	0	1	2	1	6	1	0	0	2	0	3	0	0
FEBRUARY	11	2	1	3	0	5	0	2	0	2	3	0	1	0	0	0	2	0	0
MARCH	10	4	0	3	0	3	0	0	0	2	3	0	1	0	0	2	0	0	0
APRIL	10	4	1	3	0	2	0	1	0	4	4	3	0	0	0	1	0	0	0
MAY	13	9	1	2	0	1	0	1	1	5	2	0	0	0	0	1	0	0	1
JUNE	11	7	2	0	1	1	0	0	0	2	4	0	0	0	0	2	2	0	0
JULY	12	4	5	1	1	1	0	0	0	3	2	0	0	0	1	0	0	1	0
AUGUST	15	5	7	1	0	2	0	0	0	3	0	0	0	0	0	0	0	0	0
SEPTEMBER	14	4	6	2	0	2	0	1	2	1	2	1	0	0	0	0	0	1	0
OCTOBER	12	3	4	3	0	2	0	0	0	2	4	2	0	0	0	1	1	0	0
NOVEMBER	12	2	3	4	0	2	1	0	3	2	2	0	0	0	0	1	1	0	0
DECEMBER											0								
TOTAL								6	8	27	32	7	2	0	3	8	9	2	1

NEW CASES		RECEIVED								Nov
investigations	applicant w/criminal	CE	applicant sister discipline	tax	child support	petition for hearing	reopen	USPAP	petition for restoration	TOTAL
0	0	0	0	0	0	0	2	0	0	2

Licensing Report

Prepared by Nathaniel Chandler

October 2024

Filtered By

- Board = APPRAISAL
- START DATE = 10/01/2024
- END DATE = 10/31/2024

11/1/2024 at 11:24:38 AM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	7	6	0	0	1,395
555	Licensed Appraiser Education Provider	0	0	0	0	3	17
556	Certified Residential Real Estate Appraiser	0	4	1	0	0	1,711
557	Associate Real Estate Trainee Appraiser	1	3	2	0	1	351
558	Appraisal Management Company	0	1	2	0	27	139
572	Temporary Practice Real Estate Appraiser	0	8	6	0	0	32
573	Licensed Appraiser Pre-Lic Course	0	0	0	0	8	101
575	Licensed Appraiser CE Course	0	1	4	0	31	396
Totals		1	24	21	0	70	4,142

Illinois Real Estate Appraiser Program

From: 10/1/2024 To: 10/31/2024

		Pass		Fail		Total
		N	%	N	%	N
Certified General Appraiser Examination	First Time	1	50.00	1	50.00	2
	Repeat	1	50.00	1	50.00	2
	Total	2	50.00	2	50.00	4
Certified Residential Appraiser Examination	First Time	1	100.00	0	0.00	1
	Repeat	1	33.33	2	66.67	3
	Total	2	50.00	2	50.00	4



