



# 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: February 11, 2025

Call to Order: 10:00 a.m. – Jonathan Michie

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

Board Member Absent: Douglas Anderson

Staff Members Present: Laurie Murphy – Director of the Division of Real Estate, Gabi Nicolau – General Counsel for the Division of Real Estate, 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 – Real Estate Coordinator and Chief of Examinations, Kim Prickett – Operations Manager, Mary Crocker – Appraisal Education, Susan Sigourney – Appraisal Board Liaison

Guests Present: Jim Blaydes, Melissa Cannata, Richard DeVerdier, Scott Dibiasio, Bruno Zaucha, Sarah Walsh

TOPIC	DISCUSSION	ACTION
<b>Call to Order</b>	<p>Following a roll call to ascertain the presence of a quorum of members, Chairperson Jonathan Michie called the meeting to order.</p> <p>Laurie Murphy, the Director of the Real Estate Division, informed the Board that the Appraisal Foundation approved scholarships for the PAREA program for \$1.22 million over a three-year period. The scholarships, administered by the Appraiser Diversity Initiative, in which the Appraisal Institute is a partner, is open to all aspiring appraisers and would cover tuition to enroll in a PAREA module. The Director would like the Department to help promote this program, the foundations pathway to success scholarship, funded by the Appraisal Foundation, which will cover 100% of the enrollment costs of the Appraisal Institute’s PAREA program.</p>	<p>The meeting was called to order at 10:00 a.m.</p>
<b>Review and Approval of Board Minutes</b>	<p>The Board reviewed the Open Minutes from the January 14, 2025, Appraisal Board meetings.</p>	<p>A motion was made by McGarr and seconded by Lissner to approve the Open Minutes as presented from the January 14, 2025, Appraisal Board meeting. The motion carried unanimously.</p>
<b>Public Comments</b>	<p>There were no public comments.</p>	
<b>Licensing and Education Report</b>	<p>The Licensing Report for activity conducted in January 2025 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. The AMC online renewal option is no longer available; therefore, a paper renewal with a late fee will be necessary for appraisers to renew. This paper renewal application is available on the Department’s website under the Appraisal Management Company page.</p>	

	<p>Nathaniel Chandler informed the Board that a brochure explaining the PAREA program has been posted on the Department’s website. This brochure provides links for individuals to sign up for the program. The scholarship information will also be uploaded to the Department’s website.</p> <p>Nathaniel Chandler also said he will be posting an updated appraiser application form on the Department’s website which includes a section about the PAREA program and provides a link to scholarship information.</p> <p>Nathaniel Chandler explained that the requirement for the first 500 hours of experience in the log has been removed from the website, as it is no longer a requirement; however, the experience log is still available on the website which will need to be completed by individuals.</p> <p>Brian Weaver explained the updated Appraisal Education Course list has been updated and posted on the Department’s website.</p> <p>Mary Crocker reported that since the last Board meeting, the following have been approved:</p> <ul style="list-style-type: none"> <li>10 Education Courses</li> <li>1 log audits</li> <li>4 Out of State CE request</li> <li>0 Non-Student Activity</li> <li>3 Endorsement Application</li> <li>1 Application Reviews</li> </ul>	
<p><b>Investigations Report</b></p>	<p>The Investigations Report through the month of January 2025 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><b>Prosecutions Report</b></p>	<p>The Prosecutions Report through the month of January 2025 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><b>Appraisal Education Course Approval</b></p>	<p>Appraisal courses reviewed and approved by Christopher Posey:</p> <p>Appraiser eLearning (CE) Valuation Bias and Fair Housing Laws and Regulations, 7 hours.</p> <p>Appraiser eLearning (CE) The Appraisers Guide to the New URAR, 7 hours.</p> <p>Appraiser eLearning (CE) 2025 Acts – Day 1, 7 hours.</p> <p>Appraiser eLearning (CE) 2025 Acts- Day 2, 7 hours.</p> <p>Appraisal courses reviewed and approved by Gail Lissner:</p> <p>Appraisal Institute (QE) Residential Sales Comparison and Income Approach, 30 hours.</p> <p>McKissock (CE) The Appraisers Guide to the New URAR Synchronous, 7 hours.</p> <p>McKissock (CE) Small Spaces Big Impact Appraising ADUs Asynchronous, 3 hours.</p> <p>Appraisal courses reviewed and approved by Ken Mrozek:</p> <p>Appraisal Institute (CE) Fair Value Market Value, 7 hours.</p> <p>Iowa Chapter of the AI (CE) Zoning Out: Upzoning (HBU) Analysis, 7 hours.</p> <p>Appraisal course reviewed and approved by Douglas Anderson:</p> <p>The CE Shop (CE) Appraisal Statistics Asynchronous, 3 hours.</p>	<p>A motion was made by Mrozek and seconded by McGarr to recommend approval of the 10 Appraisal Education applications reviewed by the Board members and presented by Mary Crocker. The motion carried unanimously.</p>
<p><b>Formal Hearing Schedule</b></p>	<p>There are no formal hearings on the schedule.</p>	

<b>Old Business</b>	There was no old business to discuss.	
<b>New Business</b>	Brian Weaver asked the Board to review the matrix used for the appraisers who are upgrading, prior to the Appraisal Board meeting next month.	
<b>Motion to go into Closed Session</b>	<p>Roll Call Vote Taken  Gail Lissner – yes  Cecelia Marlow- yes  Patricia McGarr - yes  Faiq Mihlar – yes  Jonathan Michie – yes  Ken Mrozek – yes  Christopher Posey – yes</p>	A motion was made by Mrozek and seconded by McGarr to go into Closed Session as permitted by Section 2 (c) (4) and (15) of the Open Meetings Act at 10:25 a.m. The motion carried by roll call vote.
<b>Closed Session:</b>	<p>The closed minutes from the January 14, 2025, meeting was reviewed by the Board.</p> <p>The Board deliberated on disciplinary actions.</p>	
<p><b>Motion to go into Open Session</b></p> <p><b>Approval of January 14, 2025, 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 Mrozek and seconded by Mihlar to go into Open Session at 10:38 a.m. The motion carried unanimously.</p> <p>A motion was made by Posey and seconded by Mrozek to approve the Appraisal Board Closed Minutes from January 14, 2025. The motion carried unanimously.</p> <p>A motion was made by Posey and seconded by McGarr to ratify the Board’s actions taken in Closed Session. The motion carried unanimously.</p> <p>A motion was made by Posey and seconded by McGarr that minutes of the Closed Sessions of the Appraisal Board remain closed. The motion carried unanimously.</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><b>Orders</b></p>	<p>There were no cases for deliberation.</p> <p>There was 1 Consent to Administrative Supervision Order and 2 Consent Orders for the Board to review in Closed Session.</p>	<p>The Board signed 1 Consent to Administrative Supervision Order and 2 Consent Orders.</p>
<p><b>Adjournment</b></p>	<p>The next meeting is scheduled for March 11, 2025.</p>	<p>A motion was made by Posey and seconded by McGarr to adjourn the meeting at 10:39 a.m. The motion carried unanimously.</p>

# Licensing Report

Prepared by Nathaniel Chandler

# January 2025

**Filtered By**

- Board = APPRAISAL
- START DATE = 01/01/2025
- END DATE = 01/31/2025

2/4/2025 at 12:43:10 PM

Profession	ProfessionDescription	Sponsor_Chg	Applications	Initial_lic	Transitions	Renewals	Active_Licenses
553	Certified General Real Estate Appraiser	0	4	6	0	2	1,410
555	Licensed Appraiser Education Provider	0	1	1	0	1	18
556	Certified Residential Real Estate Appraiser	0	3	2	0	0	1,717
557	Associate Real Estate Trainee Appraiser	1	6	5	0	1	352
558	Appraisal Management Company	0	2	2	0	2	139
572	Temporary Practice Real Estate Appraiser	0	7	5	0	0	47
573	Licensed Appraiser Pre-Lic Course	0	1	1	0	1	102
575	Licensed Appraiser CE Course	0	11	17	0	2	422
<b>Totals</b>		1	35	39	0	9	4,207

**Portion Statistics Cumulative  
Illinois Real Estate Appraiser Program**

From: 1/1/2025 To: 1/31/2025

		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
	<b>Total</b>	2	50.00	2	50.00	4
Certified Residential Appraiser Examination	First Time	0	0.00	0	0.00	0
	Repeat	0	0.00	2	100.00	2
	<b>Total</b>	0	0.00	2	100.00	2



APPRAISAL INVESTIGATIONS REPORT

JANUARY 2025

	<b>Current Appraisal Caseload</b>	<b>Cases over 1 Year old</b>	<b>New Appraisal Cases Received</b>	<b>Referred to Prosecutions</b>	<b>Cases Closed in Investigations</b>	
JANUARY	6	0	2	3	0	
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
TOTAL						



