

NORTH CAROLINA APPRAISAL BOARD

Meeting Minutes Raleigh

August 19, 2025

Board Members Present

Claire M. Aufrance, Chair
Mike Warren, Vice-Chair
Sarah J. Burnham
Marcella D. Coley
Jack C. (Cal) Morgan, III
Viviree Scotton
H. Clay Taylor, III

Staff Present

Donald T. Rodgers, Executive Director
Brandy M. March, Deputy Director
Sondra C. Panico, Legal Counsel
Jeffrey H. Davison, Investigator
Randall L. Echols, Investigator
Frank Fleming, Investigator
Mindy Sealy, Office Manager

CALL TO ORDER

Chair Aufrance called the meeting to order at 9:00 a.m.

Vice-Chair Warren read the Board's Mission Statement.

Chair Aufrance read the Conflict-of-Interest reminder. No Board Member indicated any conflict of interest.

APPROVAL OF AGENDA

Mr. Taylor moved, second by Mr. Warren, that the Board approve the agenda, with the Chair being able to take the items in any order. Motion carried.

APPROVAL OF MINUTES

Ms. Coley moved, second by Ms. Scotton, to approve the June Minutes (**Exhibit 1**), as amended. Motion carried.

FINANCE

AUDITOR'S PRESENTATION OF THE 2024-2025 AUDIT REPORT

Ms. Stanley presented the auditor's report to the Board. Ms. Burnham moved, second by Ms.

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Coley, that the Board approve the financial audit for 2024-2025 as presented. Motion carried.

Ms. Burnham moved, second by Mr. Morgan, that the Board replenish the designated as follows:

Increase Replace Fixed Assets	from	\$117,990 to \$200,000
Increase Technology	from	\$187,500 to \$250,000

Motion carried.

The Board reviewed the financial reports through July 2025 (**Exhibit 2**).

LEGAL

Probable Cause (Exhibit 3)

Mr. Warren moved, second by Mr. Taylor, that the Board accept staff recommendations on all probable cause summaries with the exception of case numbers 2024-0069 and 2024-0070.
Motion carried.

- 2024-0062** Dismiss this case with a warning to maintain copies of all reports.
- 2024-0063** Dismiss this case conditioned upon completion of a course in GSE guidelines, sales comparison approach, and supporting adjustments.
- 2024-0065** Dismiss this case with a warning to not use contract price and/or sale price as a primary factor when performing comparable sale searches and ensure search parameters conform to all applicable standards and guidelines and do not restrict data population, conditioned upon completion of a course in GSE guidelines and sales comparison.
- 2024-0069** Mr. Warren moved, second by Ms. Coley, that the Board dismiss this case with a warning to be more cautious with wording and ensure all assignment conditions are met. Motion carried.
- 2024-0070** Mr. Warren moved, second by Ms. Burnham, that the Board table the discussion of this case to closed session. Motion carried.
- 2025-0002** Dismiss this case conditioned upon completion of a course in supporting adjustments and report writing.
- 2025-0011** Dismiss this case conditioned upon completion of a course in FHA requirements.
- 2025-0017** Move this case to a hearing.

The Board reviewed the Pending Hearing Report (**Exhibit 4**) and the Disciplinary Actions Year-to-Date (**Exhibit 5**).

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Periodic Review of Existing Rules (Exhibit 6)

Mr. Warren moved, second by Ms. Coley, that the Board accept the rules presented as necessary. Motion carried. The rules will be posted for public comment for 60 days on the Board website and with the Rules Review Commission.

LICENSING AND EDUCATION

The Board reviewed the list of candidates who have been recently registered, licensed, or certified **(Exhibit 7)**.

The Board reviewed the list of AMCs that have recently been registered **(Exhibit 8)**.

The Board reviewed the Examination Report through July 2025 **(Exhibit 9)**.

PUBLIC FORUM (Exhibit 10)

There were no requests to speak at the Public Forum.

OTHER

The Board reviewed The Appraisal Foundation's reports **(Exhibit 11)**.

Committee Reports

The predetermination committee met on June 24, 2025. The committee members in attendance were Lynn Carmichael, Marcella Coley, and H. Clay Taylor. Brandy March was the staff member present and Sondra Panico served as legal advisor to the committee. The committee reviewed one item. The committee determined the Board did not have jurisdiction on the matter.

The Finance Committee met on August 15, 2025, to review the draft audit report.

Staff Report

The next edition of the NC Appraisal Board newsletter will be sent to the Board members for review in the next few weeks. At this time, the Board is waiting on information from the Governor on appointments and/or reappointments.

Mr. Rodgers will be speaking at the NCPAC conference, in Asheville, October 3, 2025. He will be providing an update on Board statistics, changes to legislation and rules, and the implementation of the Valuation Bias and Fair Housing course requirement that began on June 1, 2025.

The Fall AARO Conference will be October 6-8, 2025, in Atlanta, Georgia. Ms. Sealy will be verifying those Board members who plan to attend near the beginning of September.

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The Appraisal Subcommittee policy managers will be in the Board office October 21-23, 2025, to conduct the Board compliance review.

As a reminder to all licensees, there will not be a new edition of USPAP this year, but there will still be a new USPAP course that The Appraisal Foundation anticipates being available beginning in October. This course will need to be completed by May 31, 2026.

The next Board meeting will be at the Board office on Tuesday, October 28, 2025.

Mr. Taylor moved, second by Ms. Coley, that the Board go into closed session pursuant to G.S. 143-318.18(6). Motion carried.

Mr. Taylor moved, second by Mr. Warren, that the Board go back into open session. Motion carried.

The Board went into closed session to discuss the following which it reported in open session:

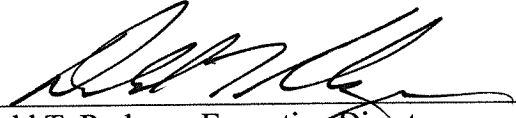
APPLICATIONS

Mr. Taylor moved, second by Mr. Warren, that the Board approve Tamarisk Appraisals' application for registration as an AMC. Motion carried.

PC Summary

2024-0070 Mr. Warren moved, second by Ms. Coley, that the Board dismiss this case with a warning to ensure that when providing information to a potential client or past client that the data is current and supported. Motion carried.

There being no further business to come before the Board, Ms. Burnham moved, second by Mr. Taylor, that the meeting be adjourned. Motion carried.


Donald T. Rodgers, Executive Director

This, the 28th day of October, 2025.


Claire M. Aufrance, Chair