

# **NORTH CAROLINA APPRAISAL BOARD**

## **Minutes Via Video Conference**

**October 24, 2024**

### **Board Members Present**

Mike Warren, Chair  
Claire M. Aufrance, Vice-Chair  
Sarah J. Burnham  
Lynn Carmichael  
Darius R. Chase  
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  
H. Eugene Jordan, Investigator  
Mindy Sealy, Office Manager

Chair Warren read the Board's Mission Statement.

### **CALL TO ORDER**

Chair Warren called the meeting to order at 9:02 a.m.

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

### **APPROVAL OF AGENDA**

Mr. Taylor moved, second by Ms. Coley, 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. Aufrance, to approve the September Minutes (**Exhibit 1**), as presented. Motion carried.

**FINANCE**

**AUDITOR'S PRESENTATION OF THE 2023-2024 AUDIT REPORT**

Ms. Newell presented the auditor's report to the Board. Ms. Burnham moved, second by Ms. Coley, that the Board approve the financial audit for 2023-2024 as presented. Motion carried.

**LEGAL**

**Probable Cause (Exhibit 2)**

Ms. Aufrance moved, second by Ms. Carmichael, that the Board accept staff recommendations on all probable cause summaries with the exception of case numbers 2023-0115, 2023-0118, 2024-0021 and 2024-0022. Motion carried.

- 2023-0115** Ms. Coley moved, second by Ms. Carmichael, that the Board dismiss this case with a warning to better explain and maintain support for why adjustments were made, or were not made, to comparable sales, conditioned upon completion of a course in supporting adjustments. Motion carried.
- 2023-0118** Ms. Coley moved, second by Ms. Aufrance, that the Board move this case to a hearing. Motion carried.
- 2023-0123** Move this case to a hearing.
- 2023-0124** Dismiss this case.
- 2023-0125** Dismiss this case.
- 2023-0128** Dismiss this case.
- 2024-0002** Dismiss this case.
- 2024-0017** Dismiss this case.
- 2024-0021** Ms. Coley moved, second by Ms. Aufrance, that the Board dismiss this case. Motion carried.
- 2024-0022** Ms. Coley moved, second by Ms. Carmichael, that the Board dismiss this case conditioned upon completion of a course in site valuation and appraising modular homes. Motion carried.
- 2024-0032** Dismiss this case with a warning to better explain adjustments.

**AMC**

- 2024-0002** Dismiss this case.

**MINUTES**  
**October 24, 2024**  
**Page 3**

Mr. Taylor moved, second by Ms. Aufrance, that the Board begin the new process for handling the failure of a licensee to report disciplinary action(s) received by another state to the North Carolina Appraisal Board. Motion carried. **(Exhibit 3)**

The Board reviewed the Disciplinary Actions Year-to-Date **(Exhibit 4)**.

**OTHER**

The Board reviewed the Appraisal Foundation's reports. **(Exhibit 5)**

**Staff Report**

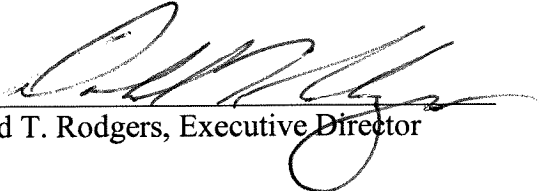
Mr. Rodgers spoke at the NCPAC Conference, via Zoom, on October 8, 2024.

Ms. March and the Investigators attended a webinar on the use of property data collectors on October 17, 2024.


The Fall AARO Conference begins Monday, October 28, 2024, through Wednesday, October 30, 2024, in Boston, MA. Since most of the staff will be attending the conference, the physical office will be closed Monday-Thursday. A sign will be placed on the front door and the website will be updated with information on how to reach staff remotely.

The next in-person meeting is Tuesday, December 10, 2024, where the Board will vote on the 2025 Board Calendar. Following the meeting Ms. Panico will have the board member training that was planned for September. Please let staff know of any dates we need to try and work around for the proposed 2025 calendar.

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

  
Donald T. Rodgers, Executive Director

This, the 10<sup>th</sup> day of December 2024.

  
Mike Warren, Chair