



# DELAWARE ASSOCIATION OF APPRAISERS INC.

## Board Meeting MINUTES - FINAL

Updated 10/16/2022

**DATE:** Thursday, September 15, 2022  
**LOCATION:** Maple Dale Country Club, 180 Maple Dale Circle, Dover, DE

DAA Board Members Present: Beverly Wilson, Janet Parks, Anne Bernhardt, Georgianna Trietley, Phyllis Trala, Steven Hopkins, Jeffrey Schoch, Holli Gravett

DAA Board Members Absent: Dede McLaughlin, Thomas Reynolds

Others Present: Corrine Bayline, Paul DelleDonne

**Call to Order:** The meeting was called to order at 12:00 p.m.

**Approval of Agenda:** There was one correction to the agenda under the NSAO donations for the legislative initiative (not expired).

**Approval of Minutes:** The December 4, 2019, minutes were approved as submitted.

### **Old Business**

USPAP Seminar Evaluations December 4, 2019: Phyllis Trala believes she has the seminar evaluations.

Election of Officers and Directors – December 4, 2019: The election of officers was reviewed.

### **New Business**

Officers and Directors

- Foley, Richard – Resigned 7/21/2021
- Milutin, Kenneth – Resigned 6/25/2021
- Interested in Serving on the Board
  - Bayline, Corrine
  - DelleDonne, Paul
  - Samans, Chani (Maryland Resident)

There have not been any elections since the December 4, 2019, general membership meeting due to COVID. Beverly Wilson made the executive decision that all expired officer and director terms were extended for additional terms. The 2021 officers and directors list was reviewed. The current terms are as follows:

Officers:

- |                             |                            |
|-----------------------------|----------------------------|
| Beverly Wilson, President   | Term 1/1/2021 – 12/31/2022 |
| Janet Parks, Vice President | Term 1/1/2022 – 12/31/2023 |

Anne Bernhardt, Secretary: Anne stated she would like to remain on the board but resign from her secretary position. A motion was made by Phyllis Trala and seconded by Steve Hopkins to accept the resignation of Anne Bernhardt as Secretary and appoint her as a director for the term 1/1/2021 – 12/31/2022. The motion passed.

**Update:** With the resignation of Dede McLaughlin (see below), Anne Bernhardt's Director position was changed to Dede's term which is 1/1/2022 – 12/31/2023.

Corrine Bayline, Secretary: Corrine stated she is willing to accept the Secretary position. A motion was made by Phyllis Trala and seconded by Steven Hopkins to appoint Corrine Bayline to the Secretary position. The motion passed. The term for this position is 1/1/2021 – 12/31/2022.

Georgianna Trietley, Treasurer Term 1/1/2022 – 12/31/2023

Vacant, Past President

#### Directors:

Phyllis Trala, Director Term 1/1/2022 – 12/31/2023

Dede McLaughlin, Director: Dede was not present at the meeting. Beverly Wilson contacted her by email on 9/16/2022, but as of the preparation of these minutes, she has not responded. The term for this position is 1/1/2022 – 12/31/2023.

**Update:** Beverly received an email on 9/20/2022 from Dede, and she has decided to resign from the Director's position. We all thank you for your service, Dede!

Paul DelleDonne, Director: A motion was made by Phyllis Trala and seconded by Steve Hopkins to appoint Paul DelleDonne as the Sussex County Representative Director replacing Kenneth Milutin for the term 1/1/2022 – 12/31/2023. The motion passed.

Thomas Reynolds, Director: Tom was not present at the meeting. Beverly received an email from Tom on 9/16/2022, and he wishes to continue as a director. The term for this position is 1/1/2022 – 12/31/2023.

Chani Samans, Director: Chani had previously notified Beverly Wilson she is interested in serving on the DAA board. She was not present at the meeting. A motion was made by Phyllis Trala and seconded by Steve Hopkins to appoint Chani Samans as director replacing Richard Foley for the term 1/1/2021 – 12/31/2022. The motion passed. Beverly Wilson contacted Chani by email on 9/16/2022 to confirm acceptance, but as of the preparation of these minutes, she has not responded.

**Update:** Beverly received an email from Chani on 9/17/2022, and she accepted the Director position.

Steve Hopkins, Director Term 1/1/2021 – 12/31/2022  
New Castle County Representative, Education Chair

Jeffrey Schoch, Director	Term 1/1/2021 – 12/31/2022
Holli Gravett, Director Kent County Representative	Term 1/1/2021 – 12/31/2022
Anne Bernhardt, Director	Term 1/1/2021 – 12/31/2022, Appointed 9/15/2022 <b>Update:</b> Term was changed to 1/1/2022 – 12/31/2023 filling Dede McLaughlin's term.

### **Treasurer's Report**

Financial Reports for 2019, 2020, 2021: The financial reports were reviewed. A correction to the 2020 financial report will be made to show a deficit (instead of surplus) of \$715.59.

Current Bank Balance: The current bank balance was discussed. There are enough funds to continue the operations of the DAA.

### **Communications**

2022 Membership: Due to the nonprofit status of the DAA, there have not been any membership dues communications sent. Upon inquiry, Beverly Wilson informs members about the nonprofit status, and states members may pay the dues if they wish. Upon confirmation of the next seminar, a membership dues notice will be sent.

Beverly Wilson reminded the board members they need to be current on their DAA dues.

Beverly Wilson reported that nineteen prior DAA members did not renew their licenses in October 2021. Also, over the last few years, there have been four prior DAA members who have passed away.

On 8/11/2022, The Appraisal Foundation extended the 2020-2021 USPAP edition to be effective until 12/31/2023. The 7-hour USPAP continuing education course is still required once every licensing cycle.

Beverly Wilson continues to get calls from people wanting to enter the appraisal profession. She sends website links to the DE Council on Real Estate Appraisers and The Appraisal Foundation. She states in her correspondence that she is not a regulatory authority and does not represent the DAA on any personal opinions/information.

From time to time, Beverly Wilson receives calls complaining about appraisers. The majority of inquiries are regarding an appraiser that does not return calls or emails and has a report due.

### **Continuing Education**

Speakers: Georgianna Trietley, Phyllis Trala, and Janet Parks will reach out to potential speakers. Corrine Bayline contacted Les Pruitt during the meeting, and he is willing to teach USPAP in December 2022. One topic of interest is the reassessment and appeal process given the Delaware counties are currently going through a reassessment process.

Collaboration with Other Appraisal Organizations: The DAA will pursue a collaboration for continuing education course offerings with the Delaware Association of Assessing Officers.

Credit for Continuing Education Course for Members in 2020, 2021, 2022: DAA members paying prior years dues will be credited one free 7-hour continuing education seminar per year of membership. Members will not be able to retroactively pay dues.

### **Council on Real Estate Appraisers**

Board Members: According to the Council's website, there are three vacancies on the Council.

Revisions to Rules and Regulations: Beverly Wilson provided a summary of the 2020, 2021, and 2022 highlights of the Council's minutes.

New Appraiser Licenses – Contact to join DAA: Until there is a seminar, newly licensed/credentialed appraisers will not be contacted to join the DAA.

### **The Network of State Appraiser Organizations**

NSAO Communications Summaries – Discontinued: The NSAO has not been very active, and the communication summaries have been discontinued.

Donations for NSAO Initiative - ~~Expired~~ – Designated to Operating: DAA members contributed to the NSAO legislative initiative in 2019. The terms stated if the donations were not used for three years for legislative issues, the balance would then be used for seminars/general DAA expenses. To date, there have not been any additional expenses for legislative expenses. The three-year term expires in December 2022.

### **Comments from Board Members**

DAA Future: It was agreed by all, the DAA will continue and offer seminars as soon as possible.

Bank Signatures: It was agreed that Anne Bernhardt will be removed from the DAA bank signature card and Georgianna Trietley and Corrine Bayline will be added. Other signers include Beverly Wilson, Janet Parks, and Phyllis Trala.

**Update:** New signature cards were signed after the board meeting.

Beverly Wilson stated an officers and directors/board errors and omissions policy requires \$25,000 in the bank, and we do not qualify under those terms.

### **Executive Session:**

No executive session was necessary.

**Next Meeting and Adjournment:**

The next meeting will take place in November 2022 if a seminar is able to be scheduled in December 2022.

A motion was made by Phyllis Trala and seconded by Steve Hopkins to approve today's board meeting minutes by email. The motion passed.

A motion was made by Phyllis Trala and seconded by Steve Hopkins to adjourn the meeting at 1:55 p.m. The motion passed.

Submitted by Beverly Wilson

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Final 9/21/2022

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