

# *Association of Texas Appraiser (ATA)*

## Minutes

### Board of Directors Meeting

February 14, 2014

President Arturo Palacios called the meeting to order at 9:02 a.m. at the Embassy Suites Hotel & Conference Center, San Marcos, TX. Directors present were Arturo Palacios, Bobby Crisp, Mava Jalufka, Dennis Crawford, David McInturff, Diana Jacob, Donna Green, and Bobby Shafer. Executive Director Teresa Walker and Past-President Rick Neighbors were present. Also in attendance as guests were Stacey Cartwright, Mike Brunson, Andy Arledge, Kathy Dalton, Gail Blair, Edgar Herrera and George Harrison.

President Arturo Palacios introduced the minutes of the previous board meetings (morning and afternoon sessions) held August 2, 2013 and asked if any corrections were necessary. With no discussion, Bobby Shafer motioned to approve the minutes as presented, which received a second from Donna Green and carried unanimously – motion passed.

Arturo Palacios discussed the resignation of Director Mike Plumlee. There were four nominations to fill the vacancy and complete Mike Plumlee's term. The four nominees were Andy Arledge, Curt Myrick, Ian Martinez, and Tony Palacios. A paper ballot was provided to each Director.

#### **Financial Reports:**

Treasurer Donna Green discussed the ATA Profit & Loss Statement to date. Teresa Walker informed the Board that there is a surplus in the bank account as a mysterious (unknown origin) deposit was made into the ATA account. She informed the Board that she was researching into this erroneous deposit and working with the bank to have our account corrected.

Dennis Crawford motioned to accept the Financial Report as presented by Donna Green. There was a second by Bobby Shafer. All voted in favor – motion passed.

At this time, Past-President Rick Neighbors had tallied the votes and announced that Andy Arledge was elected to fill the Director vacancy. Bobby Crisp installed Andy Arledge as the new Director to complete the term of Mike Plumlee.

#### **Old Business:**

##### *Executive Directors Report*

Teresa Walker informed the Board that membership stands at 292 as of Feb 14, 2014. Designations are at 66 (22.6% of the membership); 1 ATA-L; 46 ATA-R and 19 ATA-G. ATA membership numbers show a loss of 12 members since August 2013. Teresa provided a list of those names that had not renewed their membership. Membership Committee Chair, Rick Neighbors, went through the

list of names determining those that were retired, no longer in the appraisal business, and those that should be contacted about possibly renewing. Dennis Crawford, David McInturff, Andy Arledge and Stacy Cartwright volunteered to be on the Membership Committee and help contact previous members about renewing their membership.

**New Business:**

*Future Meetings*

*Houston ATA Meeting*

May 30-31, 2014 meeting in Galveston was discussed in detail. The meeting is to be held at the Wyndham Houston West – Energy Corridor, 14703 Park Row, Houston, TX. There was discussion regarding the courses to be offered. It was decided that Friday afternoon would be “Understanding Promulgated Contracts” and Saturday will be “USPAP Update”.

Arturo Palacios asked the Board to consider different dates for the Houston area ATA meeting as the past dates have typically been during high school graduation or beginning of summer vacations. There was additional discussion regarding the Rio Grande Valley dates and adding the Corpus Christi for an additional meeting area. Arturo also asked the Board to consider moving the dates of the Rio Grande Valley meeting from January to April timeframe. Andy Arledge asked the Board to consider an additional meeting in the Lubbock area due to the distance factor of our current meeting locations. Bobby Shafer suggested that ATA offer six meetings per year (divided evenly to one every two months).

Bobby Shafer provided a list of possible course offerings. There was discussion regarding a meeting with several guest speakers. Teresa Walker mentioned that she inquired to the availability to some national speakers. Teresa also asked the Board to consider changing the split courses offered on a Saturday to offering 3 four-hour courses on Saturday splitting the morning session with two courses and bring all ATA members together for the afternoon session. The Board discussed several different course offerings. Arturo asked for input from Mike Brunson, President of the National Association of Appraisers (NAA), from George Harrison, President of The Columbia Institute, from ATA Director Diana Jacob and from ATA Director Bobby Crisp (all AQB Certified USPAP Instructors) regarding the future interest of the appraisal profession. Topics regarding alternative valuation models, cost integration, and international valuation standards were brought up. Additional discussion was brought up regarding “the basics” for the appraiser (workfile, supporting adjustments, highest and best use).

Arturo Palacios called for a short break at 10:17am and called back to order at 10:28am.

*Austin ATA Annual Meeting*

August 1-2, 2014 meeting will be held at the Holiday Inn Midtown in Austin, TX. After discussion of possible course offerings, it was decided that Friday afternoon will be a session of different speakers including Jim Park, Executive

Director of the Appraisal Subcommittee and Saturday will be a new course on “Support for the Workfile”.

*Ft. Worth/Dallas ATA Meeting*

September 26-27, 2014 meeting will be held in Ft. Worth, TX. After discussion of several course options, it was decided that the Friday afternoon will offer two courses “E&O Liability” by Peter Christianson of LIA and Saturday will be a new course on “Design/Styles - Understanding Plans & Specs”.

*Lubbock ATA Meeting*

January 16-17, 2015 (dates to be confirmed and hotel TBD). It was decided that the Friday afternoon class will be “Design/Styles – Understanding Plans & Specs”. Saturday course TBD.

*New Braunfels/San Marcos ATA Meeting*

February 2015 (dates, location and courses TBD).

*Corpus Christi ATA Meeting*

April 24-25, 2015 meeting (dates to be confirmed and hotel TBD). It was decided that the Friday afternoon will offer two courses “E&O Liability” by Peter Christianson of LIA and Saturday will be a new course on “Design/Styles - Understanding Plans & Specs”.

*TAFAC*

Diana Jacob provided handouts to the Board. Diana informed the Board that The Appraisal Foundation Advisory Council (TAFAC) held a meeting on January 20, 2014 that she attended.

Diana mentioned that ATA had participated in Emerging Issues Committee in the past, which TAFAC had dissolved. With this committee no longer existing, Diana mentioned that we had volunteered to be on the Appraisal Standards Board (ASB) Committee. Yet, TAFAC asked ATA to be assigned to the Appraisal Practice Board (APB) Committee. Diana informed the Board that ATA brought up an issue that USPAP and Interagency regulation appears to be in conflict regarding FIRREA. Lenders are requiring appraisers to make a statement within appraisal reports that state the appraisal was performed in accordance with FIRREA (appraisals performed for FHA, VA, Fannie Mae, Freddie Mac, USDA do not and appraisers cannot comply with that requirement). Diana provided information about this conflict to the ASB Committee and there is going to be a teleconference next week on this issue. Also, ATA brought up an issue about FAQ #30 to USPAP with regard to the Fannie Mae Form 1004D and reporting previous service performed over the past three years. The ASB issued FAQs regarding this issue.

Bobby Crisp motioned to accept the TAFAC Report as presented by Diana Jacob. There was a second by Andy Arledge. All voted in favor – motion passed.

### *Nominating Committee*

Consists of Past-President Rick Neighbors, President Arturo Palacios and Vice-President Bobby Crisp. The Past-President is the Chair. Rick informed everyone that Donna Green, Dennis Crawford, and Arturo Palacios will be coming off the Board. Rick said that the committee is working on nominations by checking with those board members whose terms are ending to see if they would be willing to serve another term and asked for suggestions that anyone may have and that he would contact those members to see if they would be willing to serve. Teresa mentioned that there would be an article posted in our newsletter.

### *Other Future Meetings*

#### *AARO Meeting - Association of Appraiser Regulatory Officials*

Arturo Palacios asked the Board if ATA should send a representative to the next AARO meeting. Teresa Walker said that this meeting is being held in San Francisco, CA on April 12-14, 2014. After brief discussion, Andy Arledge motioned that ATA send a representative to the AARO meeting, which received a second from David McInturff and carried unanimously – motion passed.

#### *Texas Appraiser Licensing & Certification Board (TALCB) Meeting – Next meeting is February 21, 2014*

Arturo Palacios informed the Board of the next TALCB and asked the Board members to attend, if possible.

#### *TAFAC Meeting September 4, 2014 in Washington DC*

Arturo Palacios mention that Diana Jacob is our representative. Diana Jacob informed the Board that Sam Henderson would be willing to become an associate member and attend TAFAC meetings on the behalf of ATA as he lives in the Washington DC area. Diana mention that Mr. Henderson already attends TAFAC representing another organization. Andy Arledge motioned that ATA send Diana Jacob representative to the TAFAC meeting, which received a second from David McInturff and carried unanimously – motion passed.

#### *Appraisal Summit and Expo*

Appraisal Summit and Expo was held in Las Vegas, NV on October 30-November 1, 2013. Arturo Palacios attended on behalf of the ATA. He informed the Board that this was an excellent venue and would like to see ATA continue to send the ATA President as our representative. The next Summit and Expo is to be held in Las Vegas, NV on November 12-14, 2014. Diana Jacob motioned that ATA send the ATA President to the Appraisal Summit and Expo in November 2014, which received a second from Dennis Crawford and carried unanimously – motion passed.

#### *Regional Meeting – Meet & Greet - Marketing Efforts*

Arturo Palacios recognized Rick Neighbors who introduced an idea to have ATA members bring an appraiser friend to a small venue “Meet & Greet” in order to increase membership. Diana Jacob and Bobby Crisp said they would be willing to attend to help build membership. Rick mentioned that the idea would be at no cost to the ATA.

### *Sponsor Speakers*

Arturo Palacios asked the Board to consider allowing sponsors of the ATA Meetings a time to speak to the attendees. After discussion, the Board agreed to allow sponsors time during the Saturday lunch to speak about their product.

### *NAA Membership*

Arturo Palacios recognized Mike Brunson, President of the National Association of Appraisers (NAA) to address the Board. George Harrison offered some background information/history of the NAA. George introduced Mike Brunson, who spoke to the Board about the concept of the NAA. Mr. Brunson informed the ATA Board that they could join as a Board of Governor member for \$500 per year. All members of the ATA would automatically become associate members of the NAA without any additional costs to individuals. Individuals would be allowed the option to get the MAA designation and become full members. Mr. Brunson informed the Board that they would be available to support ATA on a national level. Andy Arledge motioned that ATA join the NAA as a member of the Board of Governors, which received a second from Donna Green. There was additional discussion from Diana Jacob as she reminded the Board that we are a member of TAFAC and need to take care so that there is no perception of a conflict of interest. George Harrison clarified that the NAA Board of Governors is an advisory board. Mr. Harrison said that the NAA attends meetings such as AARO and could represent the ATA at such meetings. After additional discussion, Bobby Crisp asked President Arturo Palacios if Andy Arledge would consider amending his motion so that ATA could inquire The Appraisal Foundation as to any possible conflict of interest. Andy amended his motion that ATA join the NAA as a member of their Board of Governors after clarification is obtained from TAF and received a second by Donna Green. All board member voted yes with one abstain by David McInturff. Motion passed.

### *Possible Alternate Board Members*

Arturo Palacios asked the Board to consider electing an alternate board member in the election process. Mike Plumlee had recently resigned from the Board and he asked that an alternate be voted so that they could step in. Bobby Crisp recommended that this topic be tabled until the next board meeting as it may require amending the ATA By-laws.

### *Possible "Chairman of the Board"*

Arturo asked the Board to consider a new position that could be possible titled "Chairman of the Board". Arturo recommended that Bobby Crisp be placed in that position as he is a founding member that has been on the board continually. This position would allow for him to continually be part of the board and not require him to run for re-election. Teresa Walker informed the Board that this would be an amendment to the ATA By-laws.

### *Award Submissions*

Arturo recognized Diana Jacob. Diana spoke about emails between Board members voting on Award Nominations. She questioned how email voting should take place (being open email for all Directors to see or privately submitted). Bobby Crisp mentioned that Nominations were to be public (to all

Directors) while votes should be done direct to Teresa (private vote) so that there is no influence in the voting process.

#### *March & June Newsletters*

Arturo asked for volunteers to write articles for the ATA Newsletter. Diana Jacob volunteered to write for the March newsletter and Mava Jalufka will provide a letter for the June issue.

#### *ATA Audit*

Arturo Palacios inquired as to who would be willing to perform the ATA Audit. Andy Arledge volunteered to perform the ATA Audit.

#### *Other New Business*

Arturo Palacios recognized Rick Neighbors. Rick informed the Board that Matt Biggers no longer had the Appraisal Advisor website and that he was working with a-la-mode. Mr. Biggers has asked if ATA would be willing to allow a-la-mode to provide a survey/questionnaire to the ATA membership. Bobby Crisp made a motion that ATA receive the a-la-mode questionnaire and allow the Board to vote on whether to send to our membership or not. There was a second by Bobby Shafer. All voted in favor – motion passed.

#### **Announcements**

Diana Jacob informed the Board that there is a Texas law that requires carbon monoxide detectors in houses built after 2008. Diana conducted some research of the state law and provided a handout showing the law and where it is located.

Diana also mentioned that the APB has asked if we would announce that they are looking for Subject Matter Experts. TAFAC desires to pull SMEs from organizations that are sponsors or members of TAFAC. It is their desire to have a pool of SMEs to choose from when needed. The form to complete is contained in the TAFAC packet previously presented.

#### **Executive Director**

Arturo Palacios recognized Bobby Crisp. Bobby went over the budget and discussed Teresa Walker's salary. Bobby Crisp asked Arturo if he would ask the Board to discuss an increase in the salary of the Executive Director. Andy Arledge motioned that ATA increase the salary of the Executive Director to \$1,000 per month, which received a second from David McInturff and carried unanimously – motion passed.

#### **Date and Time of next meeting**

August 1, 2014 at Holiday Inn Midtown in Austin, TX at 9am.

There was a motion to adjourn by Bobby Crisp. There was a second by Bobby Shafer; all voted in favor – motion passed at 11:34am.

President Arturo Palacios called for the Board to reconvene at 4:48pm. Arturo recognized Bobby Crisp. Bobby informed the Board that the information provided during the morning board meeting regarding the salary of the Executive Director was incorrect. Teresa Walker's current salary is \$1,200 per month. Arturo asked the Board to discuss a salary increase. Andy Arledge amended his motion to increase the salary of Executive Director Teresa Walker to \$1,600 per month. There was a second by Dennis Crawford and the vote was unanimous – motion passed. Meeting was adjourned.

Respectfully submitted on behalf of Secretary Mava Jalufka,

A handwritten signature in blue ink that reads "Bobby W. Crisp". The signature is written in a cursive style with a large initial "B" and a long, sweeping underline.

Bobby W. Crisp  
Vice President, ATA

# *Association of Texas Appraiser (ATA)*

Minutes

Board of Directors Meeting

March 13, 2014

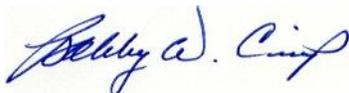
President Arturo Palacios called the teleconference meeting to order at 6:10 pm. Directors present were Arturo Palacios, Bobby Crisp, Mava Jalufka, Dennis Crawford, Diana Jacob, and Donna Green. Past-President Rick Neighbors was also present. David McInturff and Bobby Shafer were not able to attend the teleconference. There was a quorum of the ATA Board of Directors.

Arturo Palacios asked the Board to discuss the proposal of the National Association of Appraisers (NAA) to join as a member of their Board of Governors. After much discussion by all Directors, a motion was made by Andy Arledge that the ATA should decline the offer made by the NAA at this time. There was a second by Dennis Crawford. After a unanimous vote, motion carried.

Arturo asked if anyone on the Board had received any information regarding the request that a-la-mode proposed to offer a questionnaire to our membership. There was none.

The teleconference was adjourned at approximately 7:45pm.

Respectfully submitted on behalf of Secretary Mava Jalufka,



Bobby W. Crisp  
Vice President, ATA