

# *Association of Texas Appraiser (ATA)*

## Minutes

### Board of Directors Meeting

February 22, 2013

President Rick Neighbors called the meeting to order at 9:03 a.m. at the McKenna Events Center, New Braunfels, TX. Directors present were Richard Neighbors, Arturo Palacios, Mava Jalufka, Frank Baker, Dennis Crawford, Bobby Crisp, David McInturff, Michael Plumlee, and Executive Director Teresa Walker. Donna Green was not present a roll call (but arrived during the Financial Report being presented at 9:12am). Also in attendance as guests were Diana Jacob, Stacey Cartwright and Rodney Curry.

President Rick Neighbors introduced the minutes of the previous board meeting from August 2012 and asked if any corrections were necessary. There was discussion that the minutes be changed regarding the "ATA website" to "ATA Forum". Mike Braught recognized the possibility of a mathematical error regarding the number of attendees during the August meeting. Frank Baker motioned to approve the minutes subject to the changes and possible mathematical correction to the number of attendees, which received a second from Dennis Crawford and carried unanimously – motion passed.

Rick Neighbors introduced new ATA Board of Directors' Notebooks, which are to contain ATA Bylaws, Board member responsibilities, meeting agendas, budget, past newsletters, and other documents as deemed necessary.

#### **Financial Reports:**

Frank Baker discussed his audit of the ATA account. There was question regarding ATA exceeding the budget for speakers. Teresa Walker informed the Board that additional classes and additional venues was the reasoning for the budget being exceeded for speakers.

Teresa informed the Board that the regional meetings are costing more than planned and asked for the Board's assistance to increase attendance. There was discussion regarding sponsorships, exhibitors, and donations for the regional meetings. There was additional conversation regarding the South Padre meeting and miscommunication between board members regarding donations, sponsorships and exhibitors.

Bobby Crisp asked if the monies budgeted for supplies stolen during the Austin 2012 Annual Meeting have been utilized and supplies replaced. Teresa said that all supplies have been purchased, but she did not purchase a new speaker system as our meetings are requiring larger venues that provide speaker systems in their costs.

Bobby Crisp motioned to accept the Financial Report as presented by Frank Baker. There was a second by Arturo Palacios and all voted in favor – motion passed.

**Old Business:***Executive Directors Report*

Teresa Walker informed the Board that membership stands at 279 as of Feb 19<sup>nd</sup> (an 11% increase from August 2011). Designations are at 58; 1 ATA-L; 41 ATA-R and 16 ATA-G. ATA lost approximately 22 members. Rick Neighbors went through the list of names determining those that should be contacted about possibly renewing.

*ATA Awards*

Bobby Crisp brought up the ATA Awards that were previously discussed and approved by the Board at previous board meetings. Bobby mentioned that the Board had previously approved one award per region to be called "ATA Outstanding Service Award". The regions were to be those where there is an active ATA membership and ATA Meetings are taking place. All Outstanding Service Award winners are to be announced at the Annual Meetings in August. At the Annual Meetings, there is to be one "Appraiser of the Year Award" presented. Rick Neighbors stated that, before we could proceed with the awards, the ATA would need a set of criteria for the awards. Rick said that we could communicate via email with this criteria and nomination forms. There was a large amount of discussion regarding the awards criteria with several members providing suggestions. There was discussion regarding an Outstanding Service Award for Non-Member Appraisers and an Outstanding Service Award for Appraisal Service Providers (such as AMCs, mortgage lenders, banks, government employees, legislators, etc.). Rich asked the board members to participate by email to get the criteria and nomination form accomplished within the next 60 days.

**New Business:***Future Meetings**Galveston ATA Meeting*

June 7-8, 2013 meeting in Galveston was discussed in detail. The meeting is to be held at the Hilton Galveston Island Resort, 5400 Seawall Blvd, Galveston, TX. There was discussion regarding the courses to be offered. It was decided that Friday afternoon would be "Interagency Guidelines" and Saturday will be "Residential Sales – The Adjustment Process".

Arturo Palacios mentioned that many members have expressed an interest in writing courses themselves. Arturo asked Diana Jacob if it was possible to write a course on "how to write a continuing education course"? Diana Jacob stated that she thought this was an excellent idea. Diana also mentioned that a course offering on new construction be considered.

Arturo asked when the USPAP Update Course would be available. Bobby Crisp said it would be January 1, 2014 and the ATA will start offering this course in The Valley in January 2014.

#### *San Antonio ATA Annual Meeting*

August 2-3, 2013 meeting will be held at the Crown Plaza Riverwalk in San Antonio, TX. Arturo suggested that we offer different speakers for the Annual Meeting. Teresa mentioned asking John Brennan from The Appraisal Foundation. She will invite other speakers from National entities such as the Consumer Financial Protection Bureau (CFPB), State such as TALCB, County, and City organizations. David McInturff mentioned that appraisers have expressed an interest in a short topic on how to use Excel program. This would diversify the topics during the day and help keep everyone's attention instead of the same topic matter the entire day. Arturo mention bringing someone in from the Small Business Administration to cover business issues. Saturday's sessions will be two classes running simultaneously being "Staying Out of Trouble" with Ted Whitmer and the "New Construction" course previously discussed.

#### *Ft. Worth ATA Meeting*

September 27-28, 2013 meeting will be held in Ft. Worth, TX. After discussion, it was decided that the Friday class will be "Mobile Appraising" with Dustin Harris. Saturday will offer two half-day classes. The morning session will be "Interagency Guidelines" and the afternoon class will be "Complaint Process" with Troy Beaulieu.

#### *South Padre Island ATA Meeting*

January 24-25, 2014 meeting will be held in South Padre Island, TX. After discussion, it was decided that the Friday afternoon class will be "Appraising for High Priced Loans" (a new course to be written by Diana Jacob) and Saturday will be "USPAP Update".

#### *New Braunfels ATA Meeting*

February 2014 (dates TBD). After discussion, the Friday class will be "Appraising for High Priced Loans" and Saturday will be "USPAP Update".

#### *ATA Cruise Course*

Bobby Crisp suggested this item be tabled until next board meeting. Rick Neighbors tabled this item.

Rick Neighbors called for a short break at 10:30am and called back to order at 10:34am.

#### *TAFAC*

Diana Jacob provided a notebook handout to the Board. Diana informed the Board that The Appraisal Foundation Advisory Council (TAFAC) held a meeting in September 2012 that she attended. She mentioned that there was discussion on the new USPAP being released in January 2014 and that The Appraisal Foundation will be developing continuing education courses. Diana said that there was a large discussion regarding "Green Appraising".

Diana said that there will be a TAFAC meeting next week regarding Emerging Issues. She provided a handout showing the agenda for that meeting. Diana

said that the Consumer Financial Protection Bureau (CFPB) will be making final rules for appraisers and she will be keeping us informed.

#### *Nominating Committee*

Consists of Past-President Mike Braught, President Rick Neighbors, and Vice President Arturo Palacios. The Past-President is the Chair. Mike informed everyone that Frank Baker, Bobby Crisp, and Rick Neighbors will be coming off the Board. Mike 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*

##### *TAFAC Meeting February 28-March 1 in Washington DC*

Rick Neighbors mention that Diana Jacob is our representative and she will be attending.

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

Teresa Walker said that this meeting is being held in Austin, TX April 27-29, 2013. She provided some discussion regarding this organization and what they are about. Candy Cooke attended the AARO meeting on behalf of ATA in San Antonio in 2011.

##### *North American Coalition of Appraisal Organizations (NACAO)*

National Organizations will be meeting in Savannah, GA on May 16, 2013.

##### *TALCB Meeting - Next meeting is May 17, 2013*

Walker Beard of El Paso has been named Chair to TALCB. Mr. Beard was invited to attend our ATA Reception today, but it was unsure if he would attend. Rick asked how many ATA members were at the last TALCB meeting. Teresa informed him that there were two. She and Bobby Crisp were in attendance. Frank Baker suggested that the Board split so that there are board members present at each meeting.

##### *Appraisal Summit and Expo*

National Association of Appraisers (NAA) was held in Las Vegas, NV in October 2012. Bobby Crisp attended on behalf of the ATA and participated in the round table session of state coalitions. He informed the Board of the questions asked of him (how to get started, how to bring in members, what attracts membership). The next Summit and Expo is to be held in Las Vegas, NV on October 30 - November 1, 2013.

##### *Marketing Efforts*

Rick Neighbors had a short discussion on Membership Cards. Teresa showed the Board an example of the postcard ATA will be sending out via regular mail.

##### *TALCB November/February Meeting Recap*

Bobby Crisp provided a short recap of the TALCB meetings informing the Board that Diana Jacob was approved by TALCB to be a mentor at the November 2012 meeting, but a re-vote was taken at the February 2013 meeting and Diana was not approved. The reasoning provided was that Diana was not a certified appraiser in Texas. Bobby said that he tried to address TALCB, but could only bring up non-agenda items. Bobby spoke to the TALCB during a break about Diana. He mentioned that TALCB requires appraisers to take education courses including the 15-hour USPAP Course, but do not require the instructor to be Texas Certified. He asked how TALCB requires appraisers to take classes that Diana Jacob has written, but how was she not qualified to sit one-on-one to teach the same appraiser? The TALCB Chair and other members of that board said that she would be approved once she receives her Texas state certification. Diana Jacob informed the ATA Board that she will be making application to become certified in Texas and applying for voting membership vs. being an associate member.

Rick Neighbors asked for a motion to waive the application fees for membership and designation for Diana Jacob. Bobby Crisp made the motion. A second was provided by Dennis Crawford and voted unanimously – motion passed.

#### *TALCB Status on Appraising Large Tracts of Land*

Rick Neighbors tabled this topic as there will be members of TALCB Enforcement Division present during the current ATA Meeting.

#### *AMC Issues*

Rick Neighbors informed the Board that there is a new company called “Appraiser Advisor” that monitors AMCs, a place for appraisers to check out AMCs.

#### *ATA Board and Officer Job Descriptions*

Rick Neighbors informed the Board that the Office Job Descriptions have been added to the ATA Board of Directors Resource Guide Notebooks.

#### *March & June Newsletters*

Rick asked for volunteers to write articles for the ATA Newsletter. Teresa said that she has articles from Dustin Harris and Ramir Ramirez for the March Newsletter. David McInturff will provide a letter for the June issue

#### *Advertising*

Rick Neighbors asked for suggestions regarding our newsletter and website. Teresa asked if the ATA is ready to advertise on our website. It was decided that if there are companies that desire to advertise on our website, the Board will give consideration.

#### *ATA Audit*

Rick Neighbors inquired as to who would be willing to perform the ATA Audit. Tom Shirley had performed this task in the past and Mike Braught said that he would ask him again. Mike Braught volunteered to be the alternate if Tom Shirley declines.

*Bylaws Revisions*

Teresa Walker said that there are no revisions at this time. She asked that the Board consider some ideas for the future such as Honorary Memberships for retired appraisers who were once members and other possible situations like this.

*Other New Business*

No other new business.

**Announcements**

No new announcements.

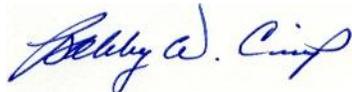
**Date and Time of next meeting**

August 2, 2013 Crowne Plaza Riverwalk in San Antonio, TX at 9am.

There was a motion to adjourn by Bobby Crisp. There was a second by Frank Baker; all voted in favor – motion passed at 11:10am.

President Rick Neighbors called for the Board to reconvene at 11:30am. All Board members were present with the exception of Secretary Mava Jalufka and Executive Director Teresa Walker. Rick asked the Board to discuss the salary for Teresa. Donna Green made the motion to raise Teresa's salary by \$200 per month to a total of \$1,200 per month. There was a second by Dennis Crawford and voted unanimously – motion passed.

Respectfully submitted on behalf of Mava Jalufka,

A handwritten signature in blue ink that reads "Bobby W. Crisp". The signature is written in a cursive style.

Bobby W. Crisp