

NORTH CAROLINA APPRAISAL BOARD

Meeting Minutes Raleigh

June 9, 2026

Board Members Present

Claire M. Aufrance, Chair
Mike Warren, Vice-Chair
Sarah J. Burnham
Darius R. Chase
Marcella D. Coley
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 9:02 a.m.

Ms. Burnham 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. Chase, that the Board approve the agenda, with the Chair being able to take the items in any order. Motion carried.

MINUTES
June 9, 2026
Page 2

APPROVAL OF MINUTES

Ms. Coley moved, second by Mr. Taylor, that the Board approve the April 7, 2026 Minutes **(Exhibit 1)**, as presented. Motion carried.

Mr. Chase moved, second by Ms. Coley, that the Board approve the May 19, 2026 Minutes **(Exhibit 1A)**, as presented. Motion carried.

FINANCE

The Board reviewed the financial report through May 2026 **(Exhibit 2)**.

The Board discussed the proposed budget for 2026-2027. Ms. Burnham moved, second by Mr. Chase, that the Board adopt the proposed budget, including staff salaries. Motion carried.

Ms. Burnham moved, second by Mr. Warren, that the Board approve excess lodging for 2026-2027. Motion carried.

LEGAL

Probable Cause (Exhibit 3)

Mr. Chase moved, second by Ms. Coley, that the Board accept staff recommendations on all probable cause summaries with the exception of case number 2025-0040. Motion carried.

2025-0036 Dismiss this case with a warning to reconcile market data with public records.

2025-0039 Dismiss this case conditioned upon completion of a right of way or condemnation class.

2025-0040 Ms. Coley moved, second by Mr. Chase, that the Board dismiss this case with a warning to research sales in the subject's neighborhood. Motion carried.

2025-0044 Dismiss this case conditioned upon completion of a 15-Hour Market Analysis & Highest & Best Use class, and a class in supporting adjustments.

2025-0046 Move this case to a hearing.

2026-0001 Dismiss this case conditioned upon completion of a supporting adjustments class.

2026-0003 Move this case to a hearing.

MINUTES
June 9, 2026
Page 3

2026-0014 Dismiss this case.

2026-0015 Dismiss this case with a warning to proofread reports prior to submission to ensure no conflicting information exists within the reports.

AMC

2026-0001 Move this case to a hearing.

2026-0002 Move this case to a hearing.

2026-0004 Move this case to a hearing.

2026-0005 Move this case to a hearing.

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

LICENSING AND EDUCATION

The Board reviewed the list of candidates who have been recently registered, licensed, or certified **(Exhibit 6)**.

The Board reviewed the list of AMCs that have recently been registered **(Exhibit 7)**.

The Board reviewed the Examination Report through May 2026 **(Exhibit 8)**.

PUBLIC FORUM (Exhibit 9)

There were no requests to speak at the Public Forum.

OTHER

Mr. Warren moved, second by Mr. Chase, that the Board accept the revisions to the Operations Manual **(Exhibit 10)**, as presented. Motion carried.

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

Committee Reports

The predetermination committee will meet after today's Board meeting.

MINUTES
June 9, 2026
Page 4

The finance committee met on May 20, 2026, to review the proposed 2026-2027 budget.

Staff Report

Ms. March and Mr. Rodgers hosted a Trainee Town Hall on Tuesday, May 12, 2026. Staff is exploring the possibility of adding videos of the basic topics and make the sessions more of a question and answer for trainees and other licensees looking to upgrade.

Mr. Rodgers spoke to the NC Realtor's Appraisal Committee on June 1, 2026, at their meeting in downtown Raleigh. Topics included licensing and enforcement statistics, recent and pending rule changes, PAREA, the Valuation Bias and Fair Housing course and UAD 3.6.

As a reminder to all licensees, the deadline to renew is June 30, 2026.

The Board's financial audit will be conducted by Bernard Robinson, LLC, the week of July 20, 2026. They will present their findings at the October Board meeting.

The 2026 AARO Fall Conference is September 28-30, 2026, which is one week later than we anticipated when adopting the 2026 calendar. There is a Board meeting scheduled for the following week on October 6, 2026.

Ms. Coley moved, second by Mr. Chase, that the Board move the October 6, 2026 Board meeting to October 13, 2026. Motion carried.

The next in-person Board meeting will be August 11, 2026, at the Board office in Raleigh.

Recognition of Board Member

The Board recognized Sarah Burnham for her service to the Appraisal Board, and she was presented with a plaque by Ms. Aufrance and Mr. Warren.

Election of Chair and Vice Chair

The Board elected Ms. Aufrance as Chair for 2026-2027.

The Board elected Mr. Morgan as the Vice Chair for 2026-2027.

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

Mr. Warren moved, second by Mr. Chase, 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:

Consent Orders

2024-0034 Lauren Burch

Ms. Chase moved, second by Mr. Warren, that effective June 10, 2026, Ms. Burch's certification as a general appraiser is inactive suspended for a period of twelve months, during which she shall comply with the following conditions. Respondent shall not conduct any appraisals on wetlands until she completes one continuing education course in wetlands or conservation easements. Once Respondent submits a certificate of completion to the Board office, she will be notified that she may resume conducting appraisals on wetlands. Pursuant to the requirements of the Appraisal Qualifications Board (AQB), Respondent shall not supervise any registered trainees until three years from the date that this restriction is lifted by the Board. No later than December 9, 2026, Respondent shall complete one 30-hour qualifying education course with exam for general appraisers in sales comparison approach and shall provide a certificate of completion to the Board office. The hours for the above coursework shall not be used for Respondent's continuing education credit hours and requirements. If Respondent fails to successfully complete the course above and provide a certificate of completion to the Board office by December 9, 2026, an active suspension shall be activated on December 10, 2026. The active suspension shall continue until Respondent provides proof of completion of the above course to the Board office. Motion carried.

2025-0004 and 2025-0042 Kenneth Neu

Mr. Warren moved, second by Ms. Burham, that effective June 10, 2026, Mr. Neu's certification as a residential appraiser is reprimanded. No later than December 10, 2026, Respondent shall complete the following coursework: a seven-hour continuing education course in supporting adjustments; a continuing education course in appraiser liability; and The Appraisal Foundation's corrective education course entitled, "Missing Explanations," and shall provide certificates of completion for all courses to the Board office. The hours for the above coursework shall not be used for Respondent's continuing education credit hours and requirements. If Respondent fails to successfully complete the courses above and provide certificates of completion to the Board office by December 10, 2026, the reprimand will be vacated, and an active suspension shall be activated in its place on December 11, 2026. The active suspension shall continue until Respondent provides proof of completion of the above courses to the Board office. Motion carried.

2025-0037 Jeffery Perry

Mr. Warren moved, second by Ms. Coley, that effective June 10, 2026, Mr. Perry's certification as a residential appraiser is reprimanded. No later than December 10, 2026, Respondent shall complete a 30-hour qualifying education course on residential sales comparison approach and shall provide a certificate of completion to the Board office. The hours for the above coursework shall not be used for Respondent's continuing education credit hours and requirements. If Respondent fails to successfully complete the course above and provide a certificate of completion to the Board office by December 10, 2026, the reprimand will be vacated, and an active suspension shall be activated in its place on December 11, 2026. The active suspension shall continue until Respondent provides

MINUTES
June 9, 2026
Page 6

proof of completion of the above course to the Board office. Motion carried.

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



Donald T. Rodgers, Executive Director

This, the 11th day of August, 2026.



Claire M. Aufrance, Chair