NORTH CAROLINA APPRAISAL BOARD

Meeting Minutes
Raleigh

August 11, 2026

Board Members Present

Claire M. Aufrance, Chair
Jack C. (Cal) Morgan, III, Vice-Chair
Marcella D. Coley
Viviree Scotton
H. Clay Taylor, III
Mike Warren

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 9:00 a.m.

Mr. Warren 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. Warren moved, second by Mr. Taylor, that the Board approve the agenda, with the Chair being able to take the items in any order. Motion carried.

APPROVAL OF MINUTES

Mr. Taylor moved, second by Ms. Coley, that the Board approve the June 9, 2026, Minutes **(Exhibit 1)**, as presented. Motion carried.

FINANCE

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

LEGAL

Probable Cause (Exhibit 3)

Mr. Warren moved, second by Ms. Coley, that the Board accept staff recommendations on all probable cause summaries with the exception of case number 2025-0024. Motion carried.

2025-0024 Mr. Morgan moved, second by Ms. Scotton, that the Board move this case to a hearing. Motion carried.

2026-0004 Dismiss this case.

2026-0005 Dismiss this case with a warning to ensure recent additions and improvements conform to local ordinances, specifically regarding bedroom/septic system requirements and to follow lender guidelines, conditioned upon completion a FHA guidelines course.

2026-0007 Dismiss this case.

2026-0008 Move this case to a hearing.

2026-0010 Move this case to a hearing.

2026-0011 Dismiss this case with a warning to proofread reports prior to submission to ensure correct information is being relayed to the client.

2026-0012 Move this case to a hearing.

2026-0013 Dismiss this case with a warning to verify the accuracy of information provided by computer assisted programs during the valuation process, conditioned upon completion of a course in supporting adjustments and GSE guidelines.

2026-0016 Move this case to a hearing.

2026-0018 Dismiss this case.

2026-0020 Dismiss this case with a warning to adequately identify the property; explain analysis for the intended user(s); proofread for conflicting data; and reconcile and perform appropriate level of Highest and Best Use analysis when USPAP applies; conditioned upon completion of a course in Highest and Best Use and Commercial Land Valuation.

AMC

2025-0004 Move this case to a hearing.

2026-0003 Move this case to a hearing.

2026-0006 Dismiss this case.

Investigation Request (Exhibit 4)

Mr. Warren moved, second by Mr. Taylor, that the Board open a case against the appraiser.

The Board reviewed the Pending Hearing Report **(Exhibit 5)** and the Disciplinary Actions Year-to-Date **(Exhibit 6)**.

LICENSING AND EDUCATION

The Board reviewed the list of candidates who have been recently registered, licensed, or certified **(Exhibit 7)**.

The Board reviewed the list of AMCs that have recently been registered **(Exhibit 8)**.

The Board reviewed the Examination Report through July 2026 **(Exhibit 9)**.

PUBLIC FORUM (Exhibit 10)

There were no requests to speak at the Public Forum.

OTHER

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

Committee Reports

The Predetermination Committee met on June 9, 2026. Committee members in attendance included Claire Aufrance, Marcella Coley, and H. Clay Taylor. Ms. March was the staff member present and Sondra Panico served as legal advisor to the Committee. The Committee reviewed one item regarding a complaint on an appraiser for performing an appraisal on a property that was outside of their licensure level. The Committee determined this matter did not fall within the Board's jurisdiction and to close it without an investigation.

The Predetermination Committee is scheduled to meet after today's Board meeting.

Chair Aufrance named Mike Warren, Marcella Coley, and Darius Chase to serve on the new AMC Issues Committee.

Staff Report

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

The Rules Review Commission accepted the Board's periodic review report at their July meeting. Once the Rules Review Commission sends the Board a readoption schedule, we will move forward with readopting our rules.

A draft of the newsletter will be sent to Board members for review in the next couple of weeks.

The 2026 AARO Fall Conference is September 28-30, 2026. Travel dates are Sunday, September 27, 2026, and Thursday, October 1, 2026.

Mr. Rodgers has been asked to speak at the NCPAC State Conference in Holly Springs, NC on October 1, 2026.

The next in-person Board meeting will be October 13, 2026, at the Board office in Raleigh.

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

Mr. Warren moved, second by Ms. Scotton, 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

2025-0025 Amanda Rivera

Mr. Morgan moved, second by Ms. Scotton, that effective August 12, 2026, Ms. Rivera's certification as a residential appraiser is inactively suspended for a period of six months. No later than November 12, 2026, Respondent shall complete a continuing education course in ethics and shall submit a certificate of completion to the Board office. If Respondent does not complete the course by November 12, 2026, her license shall be actively suspended at that time and will remain actively suspended until she successfully completes the coursework and submits a certificate of completion to the Board office. The continuing education hours for the above course shall not be used for Respondent's required continuing education hours. Respondent shall not teach any appraisal continuing education or qualifying education courses for a two-year period. Respondent shall not teach the trainee/supervisor course for a three-year period. Respondent shall not supervise a trainee appraiser for a three-year period. Motion carried.

2025-0031 Samuel Yates

Ms. Coley moved, second by Mr. Warren, that effective August 12, 2026, Mr. Yates's certification as a residential appraiser is inactively suspended for a period of twelve months; during which he shall comply with the following conditions: Respondent shall complete the following courses: 1) the 15-hour USPAP qualifying education course, including the exam; 2) a continuing education course on appraiser liability, and; 3) The Appraisal Foundation corrective education course entitled, "Ethics, Competency, and Negligence." All courses shall be completed by February 12, 2027. If Respondent does not complete all of the above coursework by February 12, 2027, his license shall be actively suspended at that time and will remain actively suspended until he successfully completes the coursework and submits certificates of completion to the Board office. The qualifying education, continuing education, and corrective education hours for the above courses shall not be used for Respondent's required continuing education hours. During the twelve-month inactive suspension, Respondent shall not supervise or apply to supervise a trainee appraiser. Motion carried.

2025-0046 Michael McGrew

Mr. Morgan moved, second by Mr. Warren, that effective August 12, 2026, Mr. McGrew's certification as a general appraiser is reprimanded. Respondent shall complete the following courses: 1) the 15-hour USPAP qualifying education course, including the exam; 2) a continuing education course on appraiser liability, and; 3) The Appraisal Foundation corrective education course entitled, "Ethics, Competency, and Negligence." All courses shall be completed by February 12, 2027. If Respondent does not complete all of the coursework by February 12, 2027, the reprimand will be vacated, and an active suspension shall be activated in its place. The active suspension shall continue until Respondent provides proof of completion of the above courses to the Board office. The qualifying education, continuing education, and corrective education hours for the above courses shall not be used for Respondent's required continuing education hours. 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 13th day of October, 2026.

Claire M. Aufrance, Chair