ASSOCIATION OF MACHINERY & EQUIPMENT APPRAISERS
BOARD OF DIRECTORS MEETING

Wednesday, May 5, 2004
1:00 PM to 4:00 PM
Westin Mission Hills Resort, Palm Springs, CA

MINUTES

Board Members Present
Nathan J. Arnold, CEA, President
Randy R. Stevens, CEA, Second Vice President
John S. Greene, CEA, Treasurer
Richard H. Levy, CEA, Immediate Past President
Charles Winternitz, CEA, Director
Jean A. Harris, CEA, Director
Richard H. Bass, CEA, Director
Jean Novotny, CEA, Director
John Gabalis, CEA, Presidential Appointee

Committee Members Present
Casey Mulqueen, CEA
Joseph Hodkin, CEA
Jack Mendenhall, CEA
James Zvonar, CEA

Guests Present
Richard H. Bass, CEA, Director
Joseph Herz, CEA
Jean Novotny, CEA, Director
John Gabalis, CEA, Presidential Appointee

Staff Present
Lorna Frazier-Lindsey, Director, Member Services
Martha Benton, Controller

Nathan J. Arnold, CEA, President, presiding

1. Call to Order and Welcoming Remarks
President Nathan J. Arnold, CEA, called the meeting to order at 1:10 PM (Pacific), welcoming the
Board Members and guests. Mr. Arnold mentioned the passing of Frank Miceli and the Board
observed a moment of silence in his memory.

2. Review of January 2004 Meeting Minutes
Mr. Arnold noted the following change to Item 1 of the January 2004 Meeting Minutes:

President Arnold called the meeting to order 1:08 PM AST, and welcomed
attendees. A moment of silence was recognized in memory of AMEA members
Jerry Wood and Jim Weber. President Arnold paid tribute to these two members’
contributions to the associations through the years.

After proper motion and second by Richard Levy, it was carried:

That the amended report of the January 24, 2004, minutes be accepted.
3. Treasurer’s Report
Treasurer John S. Greene, CEA, expressed his appreciation to Martha Benton, Controller, for an excellent job on the financial reports and for her assistance in managing the association’s finances. Mr. Greene reviewed the idea of changing the AMEA fiscal year to coincide with the AMEA dues year. After proper motion and second by John Gabalis, it was carried:

**That the AMEA change its fiscal year to run from October 1 through September 30 to align the dues year and the fiscal year, with an early close in 2004.**

Mr. Greene reported that due to finding a less expensive alternative to create the on-line AMEA Exam, the expected exam expenditure was a non issue.

4. President’s Report
Mr. Arnold referred to his written report provided in the meeting materials and went on to share his vision and thoughts on the direction of the association with the Board. He expressed appreciation to the AMEA Executive Committee and Lorna Frazier-Lindsey for their assistance. He also expressed his appreciation to Mark Robinson for his assistance over the past year and the Board concurred that Mr. Robinson had done an excellent job.

5. Member Services Director’s Report
Lorna Frazier-Lindsey referred to the written report provided in the Board materials and mentioned that the office has received an increased number of calls regarding continuing education credits since the mailing of the CE notice to members needing credit. She also reported that office functions are running smoothly and that AMEA continues to receive referrals and membership inquiries.

6. Membership Committee Report
Membership Committee Chairman, Richard Bass, CEA, reported that there are currently 277 members, of which 14 are Associate members and mentioned that a number of the 37 pending applicants would be voted on at this meeting. He thanked Lorna Frazier-Lindsey for providing the Committee with the necessary material to conduct the Committee’s work and for updates on membership activities.

President Arnold excused the guests and committee members so that the Board could review the membership applications.

The Board discussed concerns about the members who have not submitted proof of continuing education credits and how the dues increase will impact membership.
The Board also discussed the motion passed at the last meeting requiring applicants to supply two sponsors from two different companies. After proper motion and second by Richard Levy, it was carried:

**To suspend the rule of two sponsors from different companies of any application received before January 24, 2004.**

Chairman Bass presented the following individuals for Regular Membership:

William Davidson was presented for Board acceptance. After proper motion and second by Richard Levy, it was carried:

**That William Davidson proceeds with the application process.**

Justin Doucette was presented for Board acceptance. After proper motion and second by John Greene, it was carried:

**That Justin Doucette proceeds with the application process.**

Gary Laubscher was presented for Board acceptance. After proper motion and second by John Greene, it was carried:

**That Gary Laubscher proceeds with the application process.**

Otto Hektor was presented for Board acceptance. After proper motion and second by Charles Winternitz, it was carried:

**That Otto Hektor proceeds with the application process.**

Steve Stabiner was presented for Board acceptance. After proper motion and second by Randy Stevens, it was carried:

**That Steve Stabiner proceeds with the application process.**

Eugene Baker was presented for Board acceptance. After proper motion and second by Randy Stevens, it was carried:

**That Eugene Baker proceeds with the application process.**

Chairman Bass, in conjunction with the Special Membership Committee, presented the following individuals for Associate Membership:
Gilles Moss was presented for Board acceptance. After proper motion and second by Jean Novotny, it was carried:

**That Gilles Moss proceeds with the application process.**

Rick Schotts was presented for Board acceptance. After proper motion and second by John Greene, it was carried:

**That Rick Schotts proceeds with the application process.**

Butch Selvage was presented for Board acceptance. It was noted that Mr. Selvage had not been interviewed yet, but attempts were being made to complete the interview before the end of the convention. The vote on Mr. Selvage was tabled until the interview is completed.

Chairman Bass revisited the need for a solution to keep members who had not met the continuing education requirement. After discussion, proper motion and second by Charles Winternitz, the following motion was presented:

**A member that is not in compliance with the AMEA continuing education requirement will be reclassified to a designation of candidate member and will be allowed to continue to receive the following benefits:**

- Listed in AMEA directory under the candidate member category in which all designation will be defined in the forward of the directory
- Remain listed on the AMEA web site, under the same conditions of the directory
- Continue to receive the *AMEA Appraiser*
- Allowed to attend meetings and conventions

The candidate member must remain current with all membership dues; must comply with USPAP requirements; must continue to submit appraisals for review.

Candidate members will be suspended from the use of the following benefits:

- Suspended from the use of their prior designation
- Suspended from the use of the AMEA logo on letterhead, business cards, printed or electronic materials
- Suspended from the use of their AMEA seal and certificate, thereby prohibiting the candidate member from issuing “certified appraisals”
If the candidate member desires to reestablish their previous membership status they must provide the AMEA verification of all of the delinquent hours required to be in compliance with the AMEA continuing education requirements.

After further discussion, proper motion and second by Charles Winternitz, the former motion was amended and carried:

An AMEA member who is otherwise a member in good standing but fails to meet the 70 hours continuing education requirement shall be reclassified from AEA or CEA to Candidate Member. Candidate Members shall be so designated in all AMEA listings and shall not have use of the AMEA logo, seal, and other designation. A member can reestablish AEA or CEA status by bringing their continuing education requirements current.

7. Ethics and Standards Committee Report
Chairman Richard H. Levy, CEA, noted that there were no ethics or standards issues on which to report.

8. Public Relations Committee Report
Chairman Randy R. Stevens, CEA, reported that the Spring 2004 edition AMEA Appraiser was mailed to 5,300, a new AMEA Monthly Bulletin via e-mail was developed and distributed to all AMEA members and applicants, and that a press release was developed that announces new AMEA members and will be included in new member packets. The Board directed staff to include the membership information just passed in the next edition of the e-mail AMEA Bulletin.

Chairman Stevens turned the report over to Committee Member R. F. “Casey” Mulqueen, CEA, to report on the activities of the Web Site Subcommittee. Mr. Mulqueen stated that the Subcommittees’ objectives were to review the user experience and evaluate and recommend changes and review the site’s traffic and evaluate key word optimization and cross selling opportunities. Mr. Mulqueen reviewed the Subcommittee’s findings and recommendations. The Subcommittee requested an allocation of funds to proceed with recommendations.

After proper motion and second by Jean Harris, it was carried:
That the Board authorizes the Public Relations Committee to spend up to $5,000 on web site design.

9. Education & Accreditation Committee Report
Chairman John S. Greene, CEA, reported on this year’s convention activities and discussed ideas for the 2005 convention program. Chairman Greene also reported that the Committee was interested in
hosting a separate AMEA program for members and clients (i.e., banks, CFA, etc.) to help members gain continuing education credits. A Subcommittee will investigate the feasibility of hosting a CE program.

The Reference Library Committee, who has been collecting value survey results, was holding off on additional work on the survey until the end of the convention due to convention sessions that will assist in the collection of value sites.

Chairman Greene reported that the Accreditation Committee will review the recommendations that Mr. Arnold presented earlier in the meeting and will report back to the Board at the next meeting.

Chairman Green noted that the Continuing Education Committee will be investigating the possibility of hosting seminars on-line.

10. Appraisal Review Committee Report
Chairman Randy R. Stevens, CEA, noted that to date in 2004, 44 appraisals were reviewed; 33 appraisals passed; 11 appraisals failed; 7 additional are pending.

11. Appraisal Foundation Update
President Nathan J. Arnold, CEA, who represents the AMEA on the Appraisal Foundation Advisory Council, reported that at the last TAFAC meeting there was a discussion on personal property appraisers having more input with the Appraisal Qualification Board. The members of TAFAC were receptive to the idea.

12. EAANA and ASA Report
Mr. Arnold noted nothing new to report regarding EAANA. He reported on receiving an e-mail (appendix 1) from the American Society of Appraisers introducing the idea of merging AMEA and ASA. Mr. Arnold read his response to the e-mail (appendix 2) declining the offer.

13. Old Business
President Arnold congratulated Charles Winternitz and his wife on their new baby daughter. He also reported that the Cleveland Chapter of MDNA is starting a scholarship for Austin Lucas in the memory of James Weber.

14. New Business
Randy Stevens asked for input into including company logos, photos, or advertising in the 2005 AMEA Directory. President Arnold asked that ideas be forwarded to Randy Stevens or Lorna Frazier-Lindsey.
15. Adjournment
President Arnold thanked everyone for attending the meeting and for their contributions to the association. He mentioned the next Board Meeting will be held in Chicago, in conjunction with IMTS, on September 11, 2004. After proper motion and second by Randy Stevens, it was carried:

There being no further business to conduct, the Board Meeting was adjourned at 4:00 PM (Pacific).

16. Call to Order
President Arnold called a special session of the Board to order at 10:00 PM (Pacific).

17. Special Membership Committee Report
Chairman Richard Bass reported that an interview of associate member applicant Butch Selvage had been completed. Butch Selvage was presented for Board acceptance. After proper motion and second by Charles Winternitz, it was carried:

That Butch Selvage proceeds with the application process.

18. Adjournment
After proper motion and second by Randy Stevens, it was carried:

There being no further business to conduct at the special Board Meeting, the Meeting was adjourned at 10:03 PM (Pacific).