

**FFIEC-APPRAISAL SUBCOMMITTEE
MEETING MINUTES [PUBLIC]
DECEMBER 13, 2000**

ATTENDEES: T. Watson (OCC), G. Gibbs (FRB), M. Holman (HUD), J. Snyder (FDIC), and J. Price (OTS). **Permanent staff:** B. Henson (Executive Director), D. Greene (Appraisal Policy Manager), V. Ledbetter (Appraisal Policy Manager), L. Schuster (Administrative Officer), R. Seward (Information Management Specialist), M. Weinberg (General Counsel). **Other:** J. Leitner (FDIC)

ABSENT: H. Yolles (NCUA), K. Gearheard (Senior Appraisal Policy Manager).

The meeting was called to order at 11:00 a.m.

ADMINISTRATIVE MATTERS

- **Meeting Minutes** – G. Gibbs moved for approval of the November 8th minutes and M. Holman seconded. All members approved, except J. Snyder who abstained from voting since he did not attend the November meeting.

ACTION

- **Wisconsin field review and draft letter** – V. Ledbetter presented the Wisconsin field review report and letter. M. Holman moved for acceptance of the Wisconsin field review report, approval of the letter with edits from the ASC discussion, and delegation of authority to the Chairman to review and sign the letter. G. Gibbs seconded and all members present approved.
- **Washington field review and draft letter** – V. Ledbetter presented the Washington field review report and letter. G. Gibbs moved for acceptance of the Washington field review report with noted comments. She also moved that the letter be edited per the ASC discussion and sent out for notation vote. M. Holman seconded and all members present approved.
- **Appraisal Foundation July 2000 Grant Reimbursement Request** – B. Henson presented the reimbursement request. G. Gibbs noted that the Board of Trustees has used up most of its grant allocation, and that the Foundation cannot reallocate funds without ASC approval. M. Holman asked why the Foundation is late in sending in reimbursement requests. B. Henson responded that the Foundation staff has to wait until Board members send in travel vouchers, often late or incorrectly, which prevents Foundation staff from preparing timely reimbursement requests. J. Snyder moved for approval of the request to reimburse \$58,560, and J. Price seconded. All members present approved.

- The meeting adjourned into Executive Session at 2:30 p.m. The next meeting will be held on January 11, 2001.