

## MARCH NEWSLETTER

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**Hello CNAREA members!** Welcome to your 1st quarter newsletter! It is jam packed with important changes, updates, and notifications that you won't want to miss! (Maybe some you won't want to know, but still good to know!) Feedback is always welcome!

### MID TERM BOARD OF DIRECTORS MEETING

With the change in our fiscal year, the timing of our Association meeting requirements has adjusted. This year our AGM will be held in September, and we will be holding a Mid Term Board of Director's meeting in April. This creates an opportunity for us to meet with some of our Members, and as such I would like to invite Members in Good Standing to join us for some snacks, beverages and conversations, the **evening of Friday April 3, 2020 @ the Hilton Garden Inn - Calgary Airport (2335 Pegasus Road N.E., Calgary T2E 8C3) From 5-8PM**. Your entire Board of Director's will be in attendance, and we look forward to seeing everyone. Please RSVP with Amanda at [hq@cnarea.ca](mailto:hq@cnarea.ca) if you wish to join us. This creates an opportunity for members to supply us with information they would like for us to review, or perhaps do a scheduled presentation for our closed-door meeting on Saturday April 4, 2020 that the Board of Directors will be attending. If this is the case, please let us know what you have for us, or have in mind, and we will coordinate with you. You can submit your suggestions to [hq@cnarea.ca](mailto:hq@cnarea.ca).

**President's Note:** Spring is just around the corner, or at least I hope it is. We have some exciting new endeavors coming up with our Boot Camp courses, and with our Mid Term Reception in Calgary. The responses so far have been positive and I'm looking forward to seeing our members engage in these opportunities as they roll out.

Our committees are busy, our staff is busy, and our Board of Directors are busy, with no signs of slowing down. We have many coals in the fire and as things come to light we will put those announcements out to everyone via. email, our website, and now on Facebook.

Stay Tuned and Have Fun, JIM

### BOOTCAMP

The Candidates Boot Camp Incentive has been a big success in registration! The first week we have set up sold out 5 months before it will even start! So, we decided to add another camp to the schedule. This is a fantastic opportunity for Candidates to learn the basics to become more employable. Reviewers, send your Candidates to the Boot Camp to give them a head start on their education path! Discounts provided, a shorter time frame to get the initial 5 in-class courses completed, location is easily accessible (right off the 401!). Seat are limit (16), so sign up now to secure your place in June. Registration is online only and closes April 15, 2020. <https://www.cnarea.ca/event/boot-camp-june-2020/> More details on website.

### CONVENTION 2020

Save the date: September 14-18. Join us in Collingwood Ontario! A beautiful time to visit Ontario and a time of the year that isn't as busy with holiday's and assignments. More details soon!



### 2020 ASA-NAIFA Eastern Region Appraisal Conference

2020 Conference Chair Bob Solotist (ASA, IFA) invites you to join your fellow appraisers at the ASA IFA Eastern Region Appraisal Conference, and registration is open now! The conference takes place April 22nd & 23rd on the Boardwalk at the Tropicana, Atlantic City.

**Registration closes Tuesday, April 14th, 2020.**

Full Registration includes full-day USPAP instruction (Wednesday), Networking Reception (Wednesday Evening), and an array of seminar choices (Thursday). Continental breakfast, breaks, and lunch are included each day. Reception is included with full registration. The courses will cover a wide array of topics of interest to all appraisers regardless of their specialty. Learn about a diverse array of topics pertinent to our industry. There will be speakers from different parts of the country who are experts in various segments of the appraisal industry. Please see our [Facebook](#) page for link to sign up with discount code **ASAMEM\$CNAREA19**.

### Administration Operations and Member Updates

As most of you know, there has been many changes and overhauls to the way administration operations have been executed. We are still making changes to provide effective and efficient service to our members, which involves time, as well as some trial and error. We are in the midst of upgrading our membership database, along with re-entering data that was lost by the cyber attack we experienced last fall. Thank you for your patience!! We are working hard to get everyone's information accurate and up to date.

**YOU** are the most helpful piece of the puzzle when you help answer our repetitive questions and by keeping us up to date when your information changes. For example:

- ◆ phone number, email, mailing address (changing your information on our website does not come through to us. We need to know too!)
- ◆ if you have a new supervisor
- ◆ if you have a new candidate/no longer have a candidate
- ◆ if you no longer wish to be a member of CNAREA (we don't want to send you emails if you aren't with CNAREA anymore! You'll get annoyed, trust me...)

We have many plans for the near future that include web interaction of membership information, and webinars so keep a lookout for release dates and information!

## NEW CANDIDATES

MICHAEL TRIVINO

CHANTEL FRAPPIER

JOSHUA ROBERTS

BOGDAN NITU

BAREND POLS

KAYLA SHEPHERD

## NEW DAR MEMBERS

MARC-ANDRE JUTRAS

FARZAD KHOMAMIZADEH

KEVAN TRIVEDI

STEFAN BROCK

## CERTIFIED REVIEWER (DAR)

BOB GODFREY

## COURSE REGISTRATION

Please note, as per the instruction on our website when registering for courses, and through emails we send when we announce course schedules, course registration automatically **closes two weeks** before the class start date. This allows us to gather the accurate amount of course material that is needed for each course that we offer. This is a lengthy process that we wish to avoid error. We can only assure that we send enough material to the location that the courses are being held if we have enough time to send it. Late registration fees are issued to **anyone** who requests to attend a course after registration closes, to offset higher shipping fees that arise from shipping the last minute expedited material. No exceptions.

To avoid such measures, please follow the direction that is given when we send announcements. We give months notice for deadlines and send many reminders. After deadlines are passed, penalties are in place (price increases and suspension). We increased the price of the current 2020-2021 USPAP (CNA209) **twice**, between the first deadline and up to almost 60 days after, before giving the notices of suspension. Approximately 15 members received Suspensions of their memberships. For the next edition of USPAP, we will be sending suspension notices earlier on. We can't express enough the utmost importance of being in compliance with the most current edition of USPAP. Please be responsible and do your due diligence. Thank you to everyone who purchased the course and submitted their exams by or before the deadlines. It was appreciated!

### **Mandatory Courses that All Members are required to complete:**

- ◆ CNA209 USPAP Review: every two years a new edition of USPAP is released. This gives you 4 education hours. The only exception is if you're an Associate Member or a Candidate who hasn't completed CNA102 (full USPAP course) yet.
- ◆ CNA111 Ethics: Revised edition is being released this Spring. **More information below!** The full Ethics Correspondence Course will be 16 education hours. Once you've completed the initial course, there will be a refresher Ethics course every 2 years, opposite of the USPAP.

- ◆ CNA210 Report Writing Update: After you take CNA205, you are required to attend CNA210 every two years. It is held in a variety of locations more than 5 times per year.
- ◆ CNA310 Certified Reviewer Program: Required to be completed every 4 years to maintain the Certified Appraisal Reviewer Designation. You should rotate between CNA310 and CNA210 every two years if you have this designation. All Reviewers are required to maintain this education.

All designated members are required to maintain a minimum of 28 hours of education. If you wish to attend courses outside of what CNAREA offers, please forward the course description to Amanda at [education@cnarea.ca](mailto:education@cnarea.ca). Once an approved course is completed, you can forward your certification etc. to receive CE Credit. We do not carry over hours into the next education cycle.

Since we continue to get our education information streamlined, members may receive individual notices about their education.

\*We have started fresh with the education cycle as it was not being monitored effectively in the past. The most current education cycle (as per previous emails) is 2019/2020. We will be keeping education cycles in line with the membership year. **As of June 1, 2021 the education cycle will reset and will be "2021-2022 cycle"**. Anything you completed in 2019 will go towards the 2019/2020 cycle.\*

## COMPLIANCE PROGRAM

While we recognize there have been some issues with consistency in our Compliance Program, we have made significant changes to the personnel working on this program and we are happy to tell you that we are back on track with this now. We have also added a new Administrative Assistant Kristy. She will be great! (Be nice and don't call her Kristal!), we will start to catch up where administration has been lacking.

For everyone who may not remember, I will remind you that a recent Appraisal report is due to be submitted to [education@cnarea.ca](mailto:education@cnarea.ca) every 6 months for review. Completed a report recently? Send a copy our way while you're at it! You've now complied with sending in reports. Reviewers must submit a report for each of their candidates, after the candidate has been a member for 1 year. If you haven't sent one in since the Summer of 2019, please send one today.

"Our Compliance Program is part of our overall Education process, designed to advance the capabilities of all our members and the quality of their work. The program will be viewing reports for USPAP Compliance, sound reasoning in the adjustment process, consistency, and thoroughness. As a reminder, your report should be a recently completed Appraisal Report, and must include at least one adjustment for Effective Age/Condition and at least one GLA adjustment. At least one of the 2 reports required each year must include a completed Cost Approach (Non-Condo/Strata Property)".

## EXAM DAYS (for DAR exam)

We are happy to announce that we are bringing back Exam days! Even though it used to be a thing of the past, we tried other options, and have decided that revamping the 'old way' was going to better situate all members.

We will offer 4 exam days per year in three different locations. We are going to offer them on Wednesdays in January, March, June, and October, starting October 2020. They will be held in Toronto (Richmond Hill) ON, and Calgary AB in those months, at our regular course locations. If you are ready to write your DAR exam sometime in between these months, you will be able to schedule a day to write it in Belleville ON at our Main Office.

This will eliminate the stress of locating, scheduling and the cost of a proctor. This is will also guarantee that everyone receives fair and equal opportunities for receiving their exam and quality supervision.

The cost of DAR exams will remain the same at \$250 plus tax.

Dates will be scheduled online at the same time as regular course registrations, as information only. There will be a 25 seat maximum. You must be eligible to write the DAR exam, and request to attend the exam day by contacting Amanda at [education@cnarea.ca](mailto:education@cnarea.ca). This will not be available online to register. You will be invoiced, and payment must be made no later than one week before the exam date.

## Membership Fee and Insurance Renewals

It is getting to be that time of year that membership fees and insurance renewals are due. You will start receiving reminders via email, Facebook, and website soon. You can expect the announcements to say that BOTH fees are due **no later** than May 31<sup>st</sup> to stay in good standing, and have active insurance. **If you are not in good standing with CNAREA, your insurance will be null and void.** No exceptions. You can expect up to a two week delay from the time you renew your membership fee to when you receive a link from Prolink to renew your insurance. Prolink will have an overwhelming amount of members to contact with individual quotes, so a delay should be expected. Please keep this in mind when you choose the date you wish to pay for your membership fee. **It is your responsibility to ensure both are paid no later than May 31<sup>st</sup>.**

NEW this year! **You will receive an emailed invoice (PayPal) with your membership fee** \*stating due upon receipt. Since these invoices will be emailed in April, you have the choice to wait to pay it, as long as it is paid AND your insurance is paid no later than May 31<sup>st</sup>\*. If your invoice is not paid by midnight, May 31, 2020 you will no longer be a member in good standing and your membership will be suspended. There will then be administration charge of \$150.00 to have your membership re-instated. BOTH invoices must be paid if you want to continue to be a member with CNAREA. The list of members who have not renewed their membership will be sent to Prolink where they will void your insurance.

As soon as you receive your insurance certificate (provided via email as soon as you renew your coverage), please forward a copy to [renewals@cnarea.ca](mailto:renewals@cnarea.ca) for us to keep on file. It is required of all Fee Appraiser and Candidate members to have E & O insurance coverage, regardless if they are with Prolink. We require that we have a copy on hand as proof that you have active coverage. If you do not get insurance coverage while being a member who writes reports (CM, DAR, DAC, etc.), you will not be a member in good standing with CNAREA.

**If you have not yet completed the 2020/2021 USPAP Course, you will not be invoiced/allowed to renew your membership if you have recently been suspended. You will be required to pay the reinstatement fee first (by contacting [hq@cnarea.ca](mailto:hq@cnarea.ca), purchase/complete the 2020-2021 USPAP, then can be invoiced/pay for the membership renewal and obtain proper insurance coverage.**

### Calendar of Events for 2020

Below is a list of events and significant meetings we have attended or will be attending in 2020. It is early so we will likely be attending more as the year moves on.

**January 15, 2020** – Met with Consumer Protection Alberta in Edmonton for RECA stakeholders meeting

**February 24<sup>th</sup> – 25<sup>th</sup>** - CMBA (Canadian Mortgage Brokers Association) B.C. Annual Conference and Trade Show, Vancouver

**March 5<sup>th</sup>** – MPC Mortgage Symposium, Toronto

**April 2<sup>nd</sup>** – CMBA Ontario, Annual Conference and Trade Show, Toronto

**April 3<sup>rd</sup> – 5<sup>th</sup>** – Mid Term Board of Directors meeting, Calgary

**June 3<sup>rd</sup> – 4<sup>th</sup>** - AMBA (Alberta Mortgage Brokers Association) Annual Conference and Trade Show, Red Deer.

**September 14<sup>th</sup> – 18<sup>th</sup>** – CNAREA convention and AGM

**November 15<sup>th</sup> – 16<sup>th</sup>** – Mortgage Professionals Canada Annual Conference and Trade Show, Vancouver

If any members have questions or want information on these events please contact Kevin Lonsdale.



Stay current and up to date, come join our CNAREA group and page! Share your ideas, information, questions, encounters and interact.

I know this was a lot of new (and old) information to consume, but we are trying to keep everyone up to date and on the same page. If you have any questions or concerns, please contact [hq@cnarea.ca](mailto:hq@cnarea.ca).

*Thank you again for your patience as we make **CNAREA** a better place to be!*

*You can now view all Newsletters starting with this edition on our website:*

<https://www.cnarea.ca/news/newsletter/>