



BOUNDARY LINES

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Chairman's Corner



Whether you are a lawyer, nurse, appraiser, real estate licensee or other professional license holder in Louisiana, state law requires continuing education to enhance your knowledge and skills. As you know, real estate licensees are required to complete an annual four hour mandatory course developed on a topic selected by your Commission. An additional eight hours of CE can be completed by choosing from over 1,500 courses that have been pre-approved by the Commission.

You can browse through all available courses and vendors to find both online and live classroom offerings that best suits your needs. You can go directly to statereporting.com or our LREC.gov website to find everything you need!

During 2018 over 97% of all real estate licensees completed their 12 hour CE requirement by the December 31 deadline. Great job! However, if you were one of the 3% that failed to complete your CE, you probably already received your notice of violation and face a minimum \$325 fine for this transgression. Not a pleasant surprise.

From now to year end you will be receiving reminders from your LREC, from state-reporting.com and from your Association Board to make sure you have met your CE obligation. Now that the kids are back in school and life is back to normal, take your CE now and enjoy the upcoming holiday season!

Sincerely,

Richman Reinauer, Chairman

From the Governor's Desk

Dear Louisiana Real Estate Community,

While I haven't had to look for housing for the last four years, I know that Louisiana's real estate professionals perform an invaluable service for a critical part of our state's economy. Real estate is a cornerstone of so many other professions, including title companies, appraisers, lenders, inspectors, movers, and furnishers. Together, those industries contributed \$40 billion to our state's economy.

By connecting families and businesses to the homes and offices they need, your work helps secure and sustain the growth that our economy has experienced during my administration.

And as our economy continues to grow, housing starts and home sales will grow with it. Commercial real estate will expand while businesses move to Louisiana to benefit from the investments we have made in infrastructure and education. Forecasters predict that Louisiana will add 23,400 jobs in 2019 and an additional 36,100 jobs in 2020 – jobs that will help people buy homes. The future is bright for real estate in Louisiana.

In the second year of my administration, I signed SB-259 into law, which updated Louisiana's real estate laws to keep pace with a changing industry. I understand the importance of keeping Louisiana up-to-date with new industry standards, and I will keep working in my next term to make Louisiana's housing market the strongest it can be.

Though housing markets in some of our major metropolitan areas are expanding, there is still work to do. In my next term, I will continue to make sure that the benefits of our growing economy, largest-in-history GDP, and record personal incomes reach every doorstep and office block in Louisiana.

We still have work to do, but we are moving in the right direction.

Sincerely,


John Bel Edwards



Property Disclosure Document

No is Now an Option

I am pleased to announce that the recently updated property disclosure document is completed and available for all to use. Sellers can now answer no, where no is the most sensible option.

One of the most salient changes is the phrasing of the questions which now include "are you aware" or "are there any known defects with." This allows sellers to answer no instead of only having the option to answer no knowledge.

Another noticeable change is the bifurcation of questions into "during the time the seller owned the property" and "prior to the time the seller owned the property." A seller only has the option to answer either yes or no for questions pertaining to the time they owned the property, but still have a no knowledge option available for the question regarding previous ownership.

We have also added a question regarding the existence of polybutylene piping and aluminum wiring in the structure.

All pet lovers can rejoice in the fact that they now have their own stand-alone question. No longer will pets be lumped in with contaminated soil, toxic mold, chemical storage tanks, etc.

Finally, a formatting change that received plenty of feedback, there are no longer spots for initial on the bottom of the last page. It was not necessary and the cause for many licensees to inadvertently leave those spots blank.

We feel this disclosure is much more pragmatic and allows sellers across the state to convey material defects accurately, but also allows them to answer according if there is no known defects.

I would like to thank all those that participated on the work group and contributed to this effort. I also need to thank staff and attorneys from Louisiana Realtors and our staff here at the Louisiana Real Estate Commission for their tireless work.

This iteration of the Property Disclosure Document is presently available to use in fillable format at www.lrec.gov and will soon be available on all digital provider sites. Use of the new disclosure will become mandatory starting January 1, 2020. Any questions regarding this or any other form can be directed to info@lrec.gov.

Sincerely,

Rick Roberts
Standardized Forms Committee Chairman



Two LREC Commissioners Appointed to Louisiana REALTORS® Leadership Positions

September 19th, the Louisiana REALTORS Association formally installed their 2020 elected officials. LREC Commissioner Evelyn Wolford will serve as President in 2020 while Commissioner Eloise Gauthier will serve Secretary/Treasurer.

We are excited to see these outstanding women joining the leadership ranks of the REALTORS Association. Their experience as well as their time as Commissioners will help grow and enhance the industry here in Louisiana.



Evelyn Wolford is currently a Broker Associate with Latter & Blum, Inc/ REALTORS® in New Orleans managing the Westbank office and has been licensed with LREC since 1987. Upon completing her studies at Georgetown University, she began her professional career managing a historic restaurant in Washington, DC close to the White House. Subsequent moves around the country included hotel and restaurant management, followed by several years of operating a real estate development in central Mississippi before returning to her native New Orleans. She is currently married with two adult children and enjoys frequent international travel. Civic involvement has included participation with the Friends of City Park, the Visiting Nurses Association and Neighborhood Development district among other organizations.

Eloise Gauthier is the Broker/Owner of Gauthier Real Estate, Inc., a full-service company selling residential and commercial real estate, located in Lafayette, LA.

Gauthier has 28 years experience in real estate and attained her Broker's license in 1991. Among her many accomplishments, she has attained several designations including, but not limited to, Graduate Realtor's Institute, e-PRO, and Certified Negotiating Specialist designations.

As a continuing education instructor, she is experienced in all aspects of the real estate industry, listing and selling residential and commercial real estate, lots and acreage, and investment properties.



Gauthier is currently teaching continuing education classes for the REALTOR® Association of Acadiana. She served as the Association's President in 2004 and Treasurer in 2007.

She has served on and chaired almost every committee within her local association. She also participates in New Member Orientation teaching Professional Standards Classes. She has used her training to serve as mediator for her local association and Louisiana Realtors. Gauthier was the 2005 Realtor of the Year and received the 2006 Peer Award.

Gauthier is actively involved with Louisiana REALTORS® (LR) serving on its Executive Committee as Professional Development Division Director, Secretary-Treasurer of LARPAC, Legislative Committee, and Mediation and Professional Standards Committees. Gauthier is a graduate of the LR Leadership Program and received the LR 2005 Realtor Hero Award. She has also taught Professional Standards classes for Continuing Education credit for LR throughout the state.



Continuing Education - Time is Running Out!

With the fourth quarter of the year quickly approaching, it is a good time to check your progress on your 2019 required continuing education. All active real estate licensees must complete 12 hours of approved continuing education coursework, including the LREC mandatory course topic(s).

The 2019 Mandatory Course Topic is ***LREC Updates and Addenda*** and must be taken by all salespersons, associate brokers, and brokers. This course should not be confused with similar courses of the same name. Be specific and request the 2019 mandatory course.

In addition, the LREC is requiring brokers and associate brokers to complete a separate mandatory course titled, ***2019 Broker Mandatory Course***.

Mandatory course topic(s) must be completed through an approved LREC-certified real estate vendor prior to license renewal as part of the 12-hour continuing education requirement. A list of LREC-certified vendors, courses, and course schedules can be found on StateReporting.com under “Course Lookup.”

If you are unsure how many hours you have taken, the LREC makes it easy for you to check your continuing education transcript by following these steps:

- Search for your license on the LREC [website](#)
- Click on your name
- On the Results Details page, click on “View Education Record”

The Commission does not use student course completion certificates to record education credit. There is no need for you to submit certificates to the Commission. Course completion certificates are intended as your proof that you completed a course and can be necessary if you are included in the continuing education audit.

Audited? Don't Panic!

First, read the notice thoroughly. The notice that you receive will give instructions on what you must do as a result of being audited. Being audited does not necessarily mean you did something wrong. Our system pulls an audit list based on the date renewed and the date and number of continuing education hours on file. The audit program also looks to make sure the four-hour mandatory course was completed on time.

What are the education requirements?

Licensees are required to complete 12 hours each year—four of which must be the mandatory course. If you are a new licensee and subject to the post-licensing education requirement, those hours could fulfill eight of the 12 hours, but you must also have the four-hour mandatory course.

Nobody's perfect. We all make mistakes. You should check your files to see which courses you completed for the year and what dates are on the education certificates. Make sure the license number on your education certificate matches the number on your license. If you verify that you have the necessary hours with your certificates, check the Commission [website](#) to ensure your records match ours. If your records don't match the Commission's records, you will need to contact the vendor who taught the education course to see why your completed education was not reported.

If all of the hours on your education certificates are reflected in your MyLREC's "View Education Records" page, make sure the year applied does not show a previous year and that the hours show the correct number and not zero. You may have been required to complete education as part of a previous years audit or the hours could have been used as part of a transfer to active status.

There may be a perfectly good reason why you were audited; we just need to get it figured out. If that reason is because you didn't complete the required number of hours in a timely manner, don't panic. Gather and review all your records so you have a clear understanding of what you have and what you may be missing. Then, make sure you respond to the audit notice. Failure to respond to a Commission request could lead to more serious charges and possible revocation of your license.

Investigator's Desk

Citations

The Regulatory Compliance Division issued 41 citations from June 21, 2019 to September 4, 2019. The list below outlines the specific violations cited:

RULE	VIOLATION	No.
LAC 46:LXVII.2501(F)	Failure to Identify Listing Broker in Advertisement	2
LAC 46:LXVII.2509	Franchise Organization Advertising Violations	1
LAC 46:LXVII.2515(A)(1)	Internet Ad; Failure by broker to incl. broker's name/ trade name	3
LAC 46:LXVII.2515(A)(2)	Internet Ad; Failure by broker to incl. broker's city/ state info	2
LAC 46:LXVII.2515(C)(1)	Internet Ad; Failure to incl. salesperson/ assoc. broker name	2
LAC 46:LXVII.2515(C)(2)	Internet Ad; Failure by salesperson/ assoc. broker to include name	10
LAC 46:LXVII.2515(C)(3)	Internet Ad; Failure to incl. broker's city/ state info	20
LAC 46:LXVII.2515(C)(4)	Internet Ad; Failure to incl. jurisdiction in which broker holds a license	1

Adjudication Reports:

A Salesperson operating in Baton Rouge was censured and ordered to pay a fine and administrative costs totaling \$575.00 for failure to place deposit money in the custody of his sponsoring broker (La. R.S. 37:1455(A)(17)). Consent Order effective July 18, 2019.

A Broker operating in Metairie was censured and ordered to pay a fine and administrative costs totaling \$825.00 for pleading guilty to a felony, which he failed to report to the Commission, in violation of La. R.S. 37:1455(A)(1), La. R.S. 37:1455(A)(29), and La. R.S. 37:1450(A)(3). Consent Order effective July 18, 2019.

Is Your Mailing Address Up to Date?

Chapter 31 of the LREC Rules and Regulations specifies that: "The commission shall be notified in writing within 10 days of any change in the mailing address, physical address, and/or telephone number of a licensee's, certificate holder's, or registrant's business or residence."

It is important that you make sure your mailing address is current with LREC. We use this address to send out important notices and updates. Failure to comply with the requirement above is a violation of the LREC rules and will result in a fine.

If you need to change your address with the LREC, use the [Change of Address form](#), which can be used by all licensees to update their contact information.

Tech Tip

Even if you don't think that you're good with computers, there are several basic skills you should learn and train your agents to perform. These simple tips will help you and your agents become more tech-savvy!

1. Restart a computer - This one is straightforward, but effective. Issues can sometimes occur with your computer's software and/or hardware that can be easily resolved by a simple restart. A restart can fix your computer's malfunctions almost instantly and can be performed by holding down the "Ctrl," "Alt," and "Delete" keys on your keyboard simultaneously and then choosing the restart option.

2. Send emails from a smartphone or mobile device - These days, nearly everyone has a smartphone, tablet, laptop, etc. with WiFi and Internet connections readily available. Email apps (Gmail, Yahoo, Office 365, etc.) come preloaded on most of these devices or can be downloaded in a matter of seconds from your Apple or Google Play stores. It's fast, simple and very easy to setup. Create a new account or enter your current login details into the email app to start conducting business on the go!

3. Take Screenshot on a Desktop or Laptop - You or your staff may need to take a screenshot to email to someone or maybe print when working on a desktop or laptop. Pressing the "Print Screen" button on your keyboard captures your current monitor instance. You can then open up an editing program like Microsoft Paint or Snipping Tool and paste the image. Snipping Tool is Microsoft's newest software that comes standard on all Windows 7, 8, and 10 operating systems. This is a great tool to share your desktop experience with others. [View a tutorial on how to use the tool here.](#)

4. Add a Bookmark - Internet bookmarks let you save your favorite websites so you can access them at a later date. On Google Chrome, users can click the star icon in the address bar at the top of the screen. You can then access your bookmarks from the Settings menu. On Internet Explorer, users should click Favorites in the top menu bar and then click on Add to Favorites. Be sure to bookmark LREC.gov today!



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