

**NCW ASSOCIATION OF REALTORS® BOARD OF DIRECTORS MINUTES**  
**FEBRUARY 2ND, 2017**

**Board Members Present:** Erin Davidson, Jamie Wallace, Brad Allen, Pamela Cooke, Carole Keane, Becky Long, Pam Wright, Shaunna Larson, Adam Williams, Rocky DeVon, Kathy Jo Porter, Kristi McPherson

**Board Members Absent:** Darlene Baker, Jerry Paine (both excused)

**Guests:** Stephenie Jones, Jerry Paine, Steve Schwind, Greg Wright

**Staff Present:** Christi Maroney, Courtney Beutler, Myranda Drescher

**1. CALL TO ORDER & CONFIRMATION OF QUORUM**

**2. CONSENT AGENDA**

2.1. January 2017 Minutes

2.2. Membership Report: Shaunna Larson

**New Members:** Travis Glass – Coldwell Banker LaVigne

**Inactive Members:** Eric Didtel – Premier One Properties, Kyle Doherty – Mike West Leavenworth Realty

**New Affiliates:** Bay Equity Home Loans – Christian Chamberlain

**Non-Member Licensee:** Keith Allen – Coldwell Banker Lake Chelan

**Office Transfers:** Andrew McGillivray – Windermere Real Estate → Laura Mounter Real Estate

**Count as of December 1<sup>st</sup>:** 358 REALTORS®, 58 Affiliates (56 Primary, 2 Secondary), Institute Affiliate Members: 1, Non-Members: 1

**MOTION:** (Becky) Approve Consent Agenda. M/S/A, U.

2.3. Member Recognition

Pam Wright, Shaunna Larson and staff will review and discuss possibilities for Member Recognition possibilities.

**3. TREASURER'S REPORT:** Carole Keane

3.1. January 2017 Financial Report

Staff requested to provide comparison to January 2016 Financial Report.

**MOTION:** (Carole) Approve Treasurer's Report. M/S/A, U.

**4. REPORTS**

4.1. President's Report: Erin Davidson

4.1.1. Washington REALTORS® Legislative Days

Looks to be a challenging year, event was very informative. First time attendees reported the importance of RPAC became very clear, it was intriguing to see REALTORS® visit legislators as one team, and the interactions with other attendees before and after meetings was a great way to grow.

## 4.2. AE Report: Christi Maroney

### 4.2.1. Action Items

#### 4.2.1.1. Association Executives Institute

The Association Executives Institute is an in-depth training program for Association Executives across the nation and has resulted in exclusive improvement from past attendance. It increases awareness of real estate issues and provides incredible professional development and ideas throughout the event which will be held in Denver, CO this year. Tuition is \$545, airfare is approximately \$330, hotel is \$143 per night March 15<sup>th</sup> – 20<sup>th</sup>. Total estimated cost: approximately \$1,500, similar to past years. In addition to the valuable content, it offers the opportunity for Association Executives to be certified to administer Professional Standards locally.

**MOTION:** (Carole) Approve expenses for Association Executive's Institute attendance. M/S/A, U.

#### 4.2.1.2. Erlandsen & Associates Contract

Annual Erlandsen contract presented. Consideration of continued renewal of said contract unless otherwise directed.

**MOTION:** (Jamie) Renew contract including request for monthly written report submitted one week prior to the Board meetings. M/S/A, U.

### 4.2.2. Dues Report

Handful of members with outstanding dues, Designated Brokers will be notified of requirement to collect dues or remit Non-Member Licensee fee prior to January 31<sup>st</sup>, 2017.

### 4.2.3. 2017 Board Retreat Topics

#### 4.2.3.1. Discussion of role details for Board and Committee positions

Roles sent to Board members in advance of meeting for review.

Board members requested to review roles and send suggestions to Erin prior to the March 3<sup>rd</sup>, Board meeting.

#### 4.2.3.2. Annual review of policies and bylaws in addition to the National Association of REALTORS® certification.

Progress report from Pam Wright, Chair of the Presidential Advisory Group assigned to this task. The next meeting will be held February 8<sup>th</sup> at 1pm.

#### 4.2.3.3. Increasing involvement of Designated Brokers in Association business

#### 4.2.3.4. Outreach to non-REALTOR® members within our jurisdiction

#### 4.2.3.5. Increasing involvement with REALTOR® members in the Leavenworth area.

CamieKae Lynch appointed to the MLS Committee for a 3-year term.

#### 4.2.3.6. Developing staff identities

Discussion of role descriptions emailed to Board members.

#### 4.2.3.7. Including Board of Directors names on all communications from staff

4.2.3.8. Increasing involvement with new REALTOR® members

Recognition option presented by Shaunna Larson and Pam Wright.

4.2.3.9. Creating a Membership/YPN program including social events and looking at ways to improve National Association of REALTORS® Orientation program.

**MOTION:** (Becky) Form a Presidential Advisory group to address member involvement and forming new member or YPN program.

4.2.3.10. Increase understanding of the Professional Standards process

4.2.3.11. Come up with an “Elevator Speech” for our Association

4.2.3.12. Work on membership development

4.2.3.13. Examine MLS options with regard to Appraisers

Staff consulted with the Tri-Cities Association of REALTORS® and the Spokane Association of REALTORS® as their MLS systems are set up in the same fashion as ours. Both reported that as REALTOR® Principal Appraisers, they are eligible to vote on MLS matters.

4.3. Lake Chelan Council: Kathy Jo Porter

Interested to see how the Association works together. The first Lake Chelan Council Luncheon will be held on February 16<sup>th</sup> and will be every other month. Kathy has enthusiasm and the Council is very interested in the proposed new hospital bond coming up for a vote in April. Those with second homes in Chelan are eligible to register and vote. Without the bond, the hospital will lose its' certification.

4.4. Okanogan County Report: Rocky DeVon

Senator Brian Dangel from the 7<sup>th</sup> District took a position with the Trump administration, Shelly Short is now the Senator and Jacqueline Maycumber is the new Representative.

4.5. Communications Report: Adam Williams

Adam will contact Dave Herald to request more information about the ad and look into possible advertising with the local TV station. An idea was raised for a campaign, “The R Is Everywhere.”

4.6. MLS Committee Report: Pam Wright

4.6.1. Action Items

4.6.1.1. **MLS Committee Position**

Debbie Chase resigned from the MLS Committee with one year remaining of her term.

**MOTION:** (Jonathan) Appoint Leann McCamey to the MLS Committee if she is still interested. M/S/A, U.

**MOTION:** (Carole) Approve Leann McCamey's election to the MLS Committee. M/S/A, U.

4.6.1.2. **MLS Committee Meeting Dates**

November and December MLS Committee meeting dates are regularly moved to accommodate the holidays.

**MOTION:** (Jamie) Combine the November and December meeting dates into one meeting at 8am prior to the December Board meeting. M/S/A, U.

**MOTION:** (Jamie) Approve combining the November/December meeting. M/S/A, U.

**MOTION:** (Rocky) Extend the meeting for 10 minutes. M/S/A, U.

4.7. Events Report: Darlene Baker

4.7.1. 2017 Installation Banquet

The Installation Banquet was well-attended but had numerous late registrations. Late registration fees should be added in the future to help address the problem.

4.8. GA Report: Bryan Campbell

Written report presented by Bryan Campbell.

4.8.1. Report from Government Affairs Project Manager – Dan Beardslee

Dan provided an update on current government affairs issues and activities.

4.9. Affiliate Update: Jim Blair and Kristi McPherson

**5. OTHER BUSINESS**

None discussed.

**6. ADJOURN**

**MOTION:** (Rocky) Adjourn the meeting at 10:40am. M/S/A, U.

**Next Meeting:** March 2<sup>nd</sup>, 2017 at 9am

**EXECUTIVE SESSION**

1. Past Due Accounts
2. Membership Terminations