

**NCW ASSOCIATION OF REALTORS® BOARD OF DIRECTORS MINUTES**  
**JANUARY 5<sup>TH</sup>, 2017**

**Board Members Present:** Erin Davidson, Brad Allen, Pamela Cooke, Carole Keane, Becky Long, Darlene Baker, Pam Wright, Shaunna Larson, Adam Williams, Kristi McPherson

**Board Members Absent:** Jamie Wallace, Bryan Campbell, Rocky DeVon, Kathy Jo Porter

**Guests Present:** Jerry Paine

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

**1. CALL TO ORDER & CONFIRMATION OF QUORUM – 9:02AM**

**2. CONSENT AGENDA**

2.1. December 2016 Minutes

2.2. Membership Report: Shaunna Larson

**New Members:** Kristin Ayling – Nick McLean Real Estate, Peggy Jo Lord – Jessup Real Estate, Carol Johnson – Coldwell Banker Winthrop, Kathy Curtiss – Coldwell Banker Winthrop, Ina Clark – Coldwell Banker Winthrop, David Thomsen – Coldwell Banker Winthrop, Frank Kline Coldwell Banker Winthrop, Brian Colin – Coldwell Banker Winthrop, Shandee Luft – Laura Mounter Real Estate

**New Office:** Coldwell Banker Winthrop

**Inactive Members:** Melissa Raust – Windermere Chelan, Robin Becker – Windermere Chelan, Marilyn Schwantes – Sun Properties

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

**MOTION:** (Pam C) Approve the Consent Agenda. M/S/A, U.

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

3.1. December 2016 & 2016 Financial Reports

**MOTION:** (Carole) Approve Financial Reports. M/S/A, U.

**4. REPORTS**

4.1. President’s Report: Erin Davidson

Welcoming remarks presented.

4.2. AE Report: Christi Maroney

4.2.1. Action Items

4.2.1.1. Office Closures

The Association office closes for national and postal holidays. Early closures are approved prior to each holiday and major local events like the Apple Blossom Grand Parade. Staff is requesting permission to close at 3pm for these holidays and major events.

Staff requested to present a calendar for approval of early closures at the next meeting.

#### 4.2.2. Dues Report

Only a handful of members are suspended/terminated according to non-dues payment or lack of a Code of Ethics course. Designated brokers have been notified of their responsibility per the Association Bylaws.

#### 4.2.3. 2017 Board Retreat Topics

The following topics were addressed as potential projects for the Board of Directors in 2017:

- Discussing role details for Board and Committee positions  
Staff to email Strategic Plan and Board Duties for review prior to the February Board meeting.
- Annual review of policies and bylaws in addition to the National Association of REALTORS® certification.
- Pam Wright will Chair a Presidential Advisory Group to review and evaluate the governing documents including MLS options with regard to Appraisers. Adam Williams, Pam Cooke, Jamie Wallace and Jerry Paine will meet and provide deadline at the February Board meeting.
- Increasing involvement of Designated Brokers in Association business
- Outreach to non-REALTOR® members within our jurisdiction
- Increasing involvement with REALTOR® members in the Leavenworth area
- Developing staff identities  
Staff to email general descriptions to Board.
- Including Board of Directors names on all communications from staff
- Membership Development:
  - Creating a New Member/YPN program including social events
  - Work with Kathy on Orientation program and ideas
  - Educate members about what, why, how. Internal as well as public education.  
Pam Cooke, Becky Long and Shaunna Larson will address.
- Increase understanding of the Professional Standards process
- Come up with an “Elevator Speech” for our Association

#### 4.3. Lake Chelan Council: Kathy Jo Porter

No report provided.

#### 4.4. Okanogan County Report: Rocky DeVon

No report provided.

#### 4.5. MLS Committee Report: Pam Wright

##### 4.5.1. Action Items

##### 4.5.1.1. **MLS Committee Positions**

**MOTION:** (Jonathan) Appoint Sharon Ventrello to another 3-year term.

**MOTION:** (Jonathan) Appoint CamieKae Lynch to a 3-year term.

**MOTION:** (Jonathan) Appoint Jessica Rankin to a 3-year term.

**MOTION:** (Jonathan) Appoint Jerry Paine to a 1-year term and 2017 MLS Committee Chair.

##### 4.5.2. **Other Business**

**MOTION:** Have leadership pursue communications regarding iCheck.  
M/S/A, U.

Pam Wright presented a review of MLS Violations and associated disciplinary actions since September 2015.

**MOTION:** (Pam W) Adopt MLS Committee Report in whole. M/S/A, U.

#### 4.6. Events Report: Darlene Baker

##### 4.6.1. Code of Ethics Courses

The two Code of Ethics courses held in Chelan & Wenatchee were low in attendance, only 77% attended of the 31 total registrants. More attended in Chelan than Wenatchee.

##### 4.6.2. 2017 Installation Banquet

Scheduled for January 27<sup>th</sup> at Pybus Public Market, Pybus Bistro is the hopeful caterer. The theme will be 1970's: Peace, Love and Togetherness. First Events Committee meeting will take place after the Board meeting, more details coming soon.

#### 4.7. GA Report: Bryan Campbell

No report provided.

##### 4.7.1. Report from Government Affairs Project Manager – Dan Beardslee

An update on current government affairs issues presented.

#### 4.8. Affiliate Update: Kristi McPherson

Discussion of property records with multiple owners and deed recordings associated with closings.

### 5. **OTHER BUSINESS**

#### 5.1. Antitrust, Code of Conduct & Board Commitment Forms

**6. ADJOURN**

**MOTION:** (Becky) Adjourn the meeting at 10:25am. M/S/A, U.

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

**EXECUTIVE SESSION**

1. Past Due Accounts
2. Signature Cards
3. Membership Dues & Code of Ethics Terminations

DRAFT