

**ARIZONA ASSOCIATION OF REALTORS®**  
**EXECUTIVE COMMITTEE MEETING**  
**March 19, 2018**  
**Renaissance Glendale Hotel & Spa ~ Glendale, AZ**

**DRAFT MINUTES**

**CALL TO ORDER**

The meeting was called to order at 2:02 pm by President Doerfler. A quorum was present.

**Present**

Lori Doerfler	D. Patrick Lewis	Mary Roberts
Jan Leighton	Dale Kelley	Christopher Paris
Dani Lawrence	Pamela Frestedt	Eric Gibbs
Susan Slattery	Beth Adams	Carlos Ramos
Kent Simpson	Rebecca Grossman	Paula Monthofer

**Staff**

Michelle Lind	Christina Smalls	Monica Schulik
Scott Drucker	Nicole LaSlavic	Barb Freestone
Nick Catanesi		

**Guests**

Ryan Moore, UBS	Geoffrey Moore, UBS
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**PRESIDENT'S REPORT – President Monthofer**

**Approval of Minutes** – The minutes from the January 10, 2018 meeting were approved as delivered.

**TREASURER'S REPORT – Jan Leighton**

**2017 Audit Report** – Treasurer Leighton gave an update on the 2017 audit.

**Allocation of 2017 Accumulated Operating Surplus –**

**MOTION:** It was moved, seconded and carried to recommend approval to the Board of Directors allocating the accumulated operating surplus of \$1,998,225 as follows:

1. \$1,200,000 allocated to the Issues Mobilization Fund
2. \$500,000 allocated to the Operating Reserve;
3. \$200,000 allocated to the Capital Reserve;

Which leaves \$98,225 in unallocated status for cash flow purposes.

**2018 Year-to-Date Financials** – Treasurer Leighton gave an update on the 2018 financials.

**2018 Capital Budget Update** – Treasurer Leighton gave an update on the 2018 Capital Budget.

**AAR Investment/Reserve Accounts Review** – Ryan Moore from UBS gave the committee an overview of the association’s investment and reserve accounts. Ryan Moore and the CEO recommended that no additional reserve funds be placed into long term growth assets with equity exposure at this time.

**CHIEF EXECUTIVE OFFICER’S REPORT – Michelle Lind**

**CEO Update** – CEO Michelle Lind gave an update on the Operations and Strategic Initiatives area.

**Legal Update** – General Counsel Scott Drucker gave an update on current legal issues being monitored by the association.

**PRIMARY COMMITTEE REPORTS**

**Professional and Business Development** – Chair Susan Slattery gave an update on the PBD area’s activities year-to-date.

**Business Services and Technology** – Chair Carlos Ramos gave an update on the progress of the BS&T area’s year-to-date activities.

**Risk Management -**

**In Executive session:** Adoption of Hearing Panel Decisions – Five (5) hearing panel decisions were adopted as submitted.

Chair Beth Adams gave an update on the Risk Management Committee’s activities year-to-date.

**On-site Wastewater Treatment Facility Addendum -**

**MOTION:** It was moved, seconded and carried to approve for release on or about June 1, 2018 the revised On-site Wastewater Treatment Facility Addendum.

**Legislative and Political Affairs** – Chair Kent Simpson gave an update on the year-to-date activities of the LPA area which included a RAPAC and Issues Mobilization Funds Update.

**RAPAC Thank You Gifts -**

**MOTION:** It was moved, seconded and carried to approve \$14,600 from Operating Reserves to cover the cost of 10,000 RAPAC seed thank you gifts including the postage and mailing labels for each REALTOR® that invests \$30 or more in the REALTORS® of Arizona Political Action Committee.

**RIMC Policy Revision -**

**MOTION:** It was moved, seconded and carried to approve the removal of the words “(e.g. non-dues)” from the REALTORS® Issues Mobilization policies to allow for funds collected through the dues increase to be allocated to each local association’s REALTOR® Issues Mobilization fund reserves.

**RIMC Fund Allocation -**

**MOTION:** It was moved, seconded and carried to approve \$5,000,000 from the REALTORS® Issues Mobilization fund to the Citizens for Fair Tax Policy fund for use in a ballot measure to prohibit professional service taxes for all services not taxed from and after December 31, 2017.

**RAPAC Bylaws Revision -**

**MOTION:** It was moved, seconded and carried to approve the recommended policy change to the RAPAC Bylaws, Article V Contributions Section 8 to raise the cap on local associations reserves from twenty-five thousand dollars (\$25,000) to seventy-five thousand dollars (\$75,000).

**REGION VICE PRESIDENTS' REPORTS**

**Region 5** – Vice President Eric Gibbs gave an update on region activities.

**Region 4** – Vice President Pamela Frestedt gave an update on the region activities.

**Region 3** – Vice President Dani Lawrence gave an update on the region activities.

**Region 2** – Vice President Christopher Paris gave an update on the region activities.

**Region 1** – Vice President Dale Kelley gave an update on the region activities.

**AE Representative** – Association Executive Representative Rebecca Grossman provided a brief report.

**UNFINISHED BUSINESS**

There was no unfinished business to discuss.

**NEW BUSINESS**

**2019 Elections**

**Leadership Appointment Vacancies –**

**MOTION:** It was moved, seconded and carried to approve Lisa Paffrath from the Northern Arizona Association of REALTORS® as the new 2018 Risk Management Vice-chair and 2019 Risk Management Chair appointment to the Executive Committee and Randy Rogers from the Tucson Association of REALTORS® as the local association executive representative on the 2019 Executive Committee.

**AAR Bylaws Revisions – NAR Model Bylaws Compliance –**

**MOTION:** It was moved, seconded and carried to approve the proposed revisions to the AAR Bylaws, Policies and Official Statements to bring AAR's Bylaws into compliance with NAR's mandatory verbatim bylaws language and to revise the bylaws to change the application submittal date for NAR at-large directors from sixty (60) days to thirty (30) days.

**Region XI Nominating Committee – Arizona Appointments –**

**MOTION:** It was moved, seconded and carried to appoint 2018 President Lori Doerfler and President-elect D. Patrick Lewis as Arizona's 2018 representatives on the Region XI Nominating Committee.

**Next Meeting** – The next meeting will be held at 1:00 p.m. on Wednesday, June 6, 2018 at AAR.

**ADJOURN**

There being no further business, the meeting was adjourned at 4:21 p.m.

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**K. Michelle Lind, Recording Secretary**

**On May 8, 2018 an email vote was sent to the Executive Committee for the following motion:**

**MOTION:  
TO APPROVE ADVANCING UP TO \$15,000 FROM THE OPERATING RESERVE  
FOR HOTEL DEPOSITS AND FEES RELATED TO THE 2019 REGION XI  
CONFERENCE.**

**On May 9, 2018 there was a unanimous vote to approve the motion.**