

ARIZONA REALTORS®

EXECUTIVE COMMITTEE MEETING

January 16, 2019

Arizona REALTORS® Building ~ Phoenix, AZ

DRAFT MINUTES

CALL TO ORDER

The meeting was called to order at 12:57 p.m. by President Lewis. A quorum was present.

Present

D. Patrick Lewis	Mary Roberts	Jan Leighton
Gary Nelson	Dale Kelley	KC Cyga
Dani Lawrence	Becca Linnig	Eric Gibbs
Sindy Ready	Aaron Pfeifer	Lisa Paffrath
Shelley Ostrowski	Randy Rogers	

Absent

Lori Doerfler

Staff

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

PRESIDENT'S REPORT – President Lewis

Approval of Meeting Minutes – The minutes from the September 7, 2018 and October 15, 2018 meetings were approved as delivered.

Executive Committee Reference Materials – President Lewis gave an overview the Reference Materials for the year.

Operating Reserve Legal Assistance Request Procedures – CEO Michelle Lind gave an overview of the Legal Assistance Request Procedure.

Online Voting – CEO Michelle Lind discussed the email voting protocol with the committee and there was a consensus to continue online voting as it has been conducted in the past.

Role of ExCom in Professional Standards – General Counsel Scott Drucker gave the committee a review of their role in rendering decisions on Professional Standards cases.

MEP Update – General Counsel Scott Drucker gave the committee a review of their role in rendering decisions on Professional Standards cases.

TREASURER'S REPORT – Treasurer Nelson

2019 Operating Budget – Treasurer Nelson gave an overview of the 2019 budget.

Financial Update Process – Treasurer Nelson gave an overview of the process of updating financials.

Financial Report – Treasurer Nelson gave an update on the 2018 financials through November 2018.

2018 and 2019 Capital Budget Updates – Treasurer Nelson gave an update on the 2018 and 2019 capital budgets.

CHIEF EXECUTIVE OFFICER’S REPORT – CEO Michelle Lind

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

MOTION: It was moved, seconded and carried to approve the CEO job description as delivered.

Arizona REALTORS® Disaster Assistance Foundation (ARDAF) Update – CEO Michelle Lind gave an update on the Foundation.

Arizona REALTORS® Foundation for Housing and Community Outreach (ARFHCO) Update – Director of Association Relations, Monica Schulik, gave an update to the committee.

Arizona REALTORS® Scholarships – Director of Association Relations, Monica Schulik, gave an update to the committee.

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 (PBD) – Chair Sindy Ready gave an update on the PBD area’s activities year-to-date.

Business Services and Technology (BS&T) – Chair Aaron Pfeifer gave an update on the progress of the BS&T area’s year-to-date activities.

Risk Management (RMC) –

In Executive session: Five (5) hearing panel decisions were adopted.

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

MOTION: It was moved, seconded and carried to approve for release on or about February 1, 2019 the attached revised Commercial Real Estate Purchase Contract.

MOTION: It was moved, seconded and carried to approve for release on or about February 1, 2019 the: (1) attached revised Commercial Buyer’s Inspection Notice and Response; and (2) attached revised Commercial Short Sale Addendum to Purchase Contract.

MOTION: It was moved, seconded and carried to approve for release on or about February 1, 2019 the attached revised Cure Period Notice.

MOTION: It was moved, seconded and carried to approve for release on or about February 1, 2019 the attached revised Residential Lease Agreement and the attached revised Move-in/Move-out Condition Checklist.

Legislative and Political Affairs (LPA) – Chair Shelley Ostrowski gave an update on the year-to-date activities of the LPA area.

REGION VICE PRESIDENTS' REPORTS

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

Region 2 – Vice President KC Cyga gave an update on the region's activities.

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

Region 4 – Vice President Becca Linnig gave an update on the region's activities.

Region 5 – Vice President Eric Gibbs gave an update on the region's activities.

AE Representative – Association Executive Representative Randy Rogers gave an update on issues of concern to the local association executives.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

2020 Planning and Budget Timeline – President Lewis gave an overview of the deadlines for submitting 2020 budget.

2020 Committee Leadership Appointments – President-elect Roberts and First Vice President Leighton presented their leadership appointment for 2020.

MOTION: It was moved, seconded and carried to recommend approval of the following leadership appointments for Primary Committees and Local Association Executive for 2020 to the Board of Directors.

- Legislative and Political Affairs:
Shelley Ostrowski, Chair
Duane Washkowiak, Vice Chair
- Business Services and Technology
Steve Redmond, Chair
Gunner Mitchell, Vice Chair
- Risk Management
Jim Durham, Chair
Laurie McDonnell, Vice Chair
- Professional and Business Development
Marci Slater, Chair
Mandy Neat, Vice Chair
- Local Association Executive appointment to Executive Committee
Amanda Creel, **Prescott Area** Association of REALTORS®

Region XI Committee Appointments –

MOTION: It was moved, seconded and carried appoint 2019 President D. Patrick Lewis and President-elect Mary Roberts as Arizona’s 2019 representatives on the Region XI Nominating Committee.

MOTION: It was moved, seconded and carried appoint 2019 President-elect Mary Roberts as Arizona’s representative on the Region XI Strategy Committee.

Next Meeting – The next meeting will be held Monday, March 25th at the Scottsdale Plaza Resort in Scottsdale, Arizona.

ADJOURN

There being no further business, the meeting was adjourned at 4:20 p.m.

K. Michelle Lind, Recording Secretary

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**On February 26, 2019 an email vote was sent to the Executive Committee for the following motion:**

**MOTION: TO SPONSOR THE REGION XI AIM HIGH CONFERENCE AT THE \$5,000 GOLD LEVEL AND TO DONATE AN ITEM TO BE INCLUDED IN 200 OPERATION GRATITUDE CARE PACKAGES ASSEMBLED DURING THE CONFERENCE NOT TO EXCEED \$1,000.**

**On February 27, 2019 there was a unanimous vote to approve the motion.**

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