



EXECUTIVE COMMITTEE MEETING

January 15, 2020 ~ 10:00 a.m.

Arizona REALTORS® Building – Meeting Room 4
Phoenix, Arizona

AGENDA

- A. CALL TO ORDER** – 2020 Arizona REALTORS® President, Mary Roberts
- B. ROLL CALL** (reimbursement slips)
- C. PRESIDENT’S REPORT** – President Roberts
 - 1. Approval of Meeting Minutes for September 6, 2019 (2020 Budget Meeting) and October 16, 2019 as delivered (**attachment 01 & 02**)
 - 2. Executive Committee **Reference Materials**
 - a. Arizona REALTORS® Structure Chart (**RM 01**)
 - b. Arizona REALTORS® Bylaws, Policies and Official Statements (**RM 02**)
 - c. Arizona REALTORS® 2020 Strategic Plan (**RM 03**)
 - d. Executive Committee Roster (**RM 04**)
 - e. Serving as an Officer or Director (**RM 05**)
 - f. Officers, RVP, AE Liaison Position Descriptions (**RM 06**)
 - g. Primary Committee Liaison Assignments (**RM 07**)
 - h. Arizona REALTORS® Meetings/Events Calendar for 2020 (**RM 08**)
 - i. Executive Committee Expense Reimbursement (**RM 09**)
 - j. Arizona State Regions & Local Associations Map (**RM 10**)
 - k. Local Association Contact List (**RM 11**)
 - l. Legislative/RIMC/RAPAC/Professional Standards Bylaws/Policies (**RM 12, 13, 14, 15**)
 - m. Code of Ethics Guideline (**RM 16**)
 - n. NAR Committee Members (Arizona) (**RM 17**)
 - 3. Operating Reserve Legal Assistance Request Procedure – Michelle Lind, CEO (**attachment 03**)
 - 4. Online Voting – Michelle Lind, CEO (**attachment 04**)
 - 5. Role of ExCom in Professional Standards – Scott Drucker, General Counsel (**attachment 05**)
- D. TREASURER’S REPORT** – President-Elect Jan Leighton
 - 1. 2020 Operating **and** Capital Budgets (**attachment 06**)
 - 2. Financial Update Process – President-Elect Jan Leighton & Michelle Lind, CEO
 - 3. 2019 Year-to-Date Financials (**attachment 07**)
 - 4. 2019 Capital Budget Update (**attachment 08**)

E. CHIEF EXECUTIVE OFFICER'S REPORT – Michelle Lind, CEO (attachment 09)

1. CEO/Operations Update – Michelle Lind, CEO
 - a. Approve CEO Position Description (attachment 10)
2. Legal Update – Scott Drucker, General Counsel
3. ARDAF/ARFHCO Update – Michelle Lind, CEO

F. PRIMARY COMMITTEE REPORTS

1. Professional & Business Development (PBD) – Marci Slater (attachment 11)
2. Business Services & Technology (BST) – Steve Redmond (attachment 12)
3. Risk Management (RM) – Jim Durham (attachment 13)
 - a. Adoption of Hearing Panel Decisions (Executive Session/Motions) – **Separate ShareFile Folder**
 - b. Vacant Land/Lot Purchase Contract Buyer Attachment Page Revision – **MOTION (attachment 14)**
4. Legislative & Political Affairs (LPA) – Shelley Ostrowski (attachment 15)
 - a. RAPAC/RIMC Activity Report (attachment 16)

G. REGION VICE PRESIDENTS' REPORTS

1. Region 1 – Phil Annett
2. Region 2 – KC Cyga
3. Region 3 – James Adams
4. Region 4 – Becca Linnig
5. Region 5 – Annie Barmore
6. AE Representative – Amanda Creel

H. UNFINISHED BUSINESS

I. NEW BUSINESS

1. Communications – Social Media Guidelines (attachment 17)
2. Arizona Housing Fund (attachment 18)
3. 2021 Planning and Budget Timeline (attachment 19)
4. 2021 – 2022 Committee Leadership Appointments – President-elect Leighton – **MOTION (attachment 20)**
5. Region XI Nominating Committee Appointments – **MOTION (attachment 21)**
6. Region XI Strategy Committee Appointments – **MOTION (attachment 22)**

J. ADJOURN - Next Meeting:

Wednesday, March 25, 2020
Renaissance Glendale Hotel & Spa - Glendale, Arizona