

ARIZONA REALTORS®

EXECUTIVE COMMITTEE MEETING

January 14, 2021

Zoom Platform ~ Statewide, Arizona

DRAFT MINUTES

CALL TO ORDER

The meeting was called to order at 10:01 a.m. by President Leighton. A quorum was present.

Present

Jan Leighton	Eric Gibbs	Shelley Ostrowski
Mary Roberts	Roger Nelson	Phil Annett
Deb Fisher	James Adams	Dena Greenawalt
Annie Barmore	Mandy Neat	Gunner Mitchell
Laurie McDonnell	Duane Washkowiak	

Absent

Gary Nelson

Staff

Michelle Lind	Christina Smalls	Monica Schulik
Barb Freestone	Scott Drucker	Matthew Contorelli
Dan Pemberton	Kristen Page	Deb Matzen
Michelle Sinclair	Matt Roberts	

PRESIDENT'S REPORT – President Leighton

Approval of Meeting Minutes – The minutes from the September 4, 2020 budget meeting and October 21, 2020 meeting were approved as delivered.

Executive Committee Reference Materials – President Leighton gave an overview of 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.

TREASURER'S REPORT – Treasurer Ostrowski

2021 Operating & Capital Budget – Treasurer Ostrowski gave an overview of the 2021 budget.

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

2020 Year-to-Date Financial Report – Treasurer Ostrowski gave an update on the 2020 financials through November 2020.

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.

Legal Update – There was no new information or updates to give to the committee.

Arizona REALTORS® Disaster Assistance Foundation (ARDAF) and the Arizona REALTORS® Foundation for Housing and Community Outreach (ARFHCO) Update – CEO Michelle Lind gave an update on the Foundations.

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

PRIMARY COMMITTEE REPORTS

Professional and Business Development (PBD) – Chair Mandy Neat gave an update on the PBD area’s activities year-to-date.

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

Risk Management (RMC) –

In Executive session: Twelve (12) hearing panel decisions were adopted.

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

MOTION: IT WAS MOVED, SECONDED AND CARRIED TO APPROVE FOR RELEASE TO ARIZONA MLSS ON OR ABOUT FEBRUARY 1, 2021 THE ATTACHED NEW FORMS: (I) RESIDENTIAL LISTING CONTRACT EXCLUSIVE RIGHT TO SELL/RENT; (II) RESIDENTIAL LISTING CONTRACT EXCLUSIVE AGENCY; AND (III) LISTING CONTRACT ADDENDUM.

MOTION: IT WAS MOVED, SECONDED AND CARRIED TO APPROVE THE REVISIONS TO THE ARIZONA REALTORS® ADAPTATIONS TO THE NAR CODE OF ETHICS AND ARBITRATION MANUAL.

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

REGION VICE PRESIDENTS’ REPORTS

Region 1 – Vice President Phil Annett gave an update on the region’s activities.

Region 2 – Vice President Deb Fisher gave an update on the region’s activities.

Region 3 – Vice President James Adams gave an update on the region’s activities.

Region 4 – Vice President Dena Greenawalt gave an update on the region’s activities.

Region 5 – Vice President Annie Barmore gave an update on the region’s activities.

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

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

2022 Planning and Budget Timeline - President Leighton gave an overview of the deadlines for submitting 2022 budget.

2022 - 2023 Committee Leadership Appointments – In President-elect Gary Nelson’s absence, President Leighton and First Vice President Gibbs presented the leadership appointments for 2022-2023.

MOTION: It was moved, seconded and carried to recommend approval of the following leadership appointments for Primary Committees and Local Association Executive for 2022 to the Board of Directors.

- Legislative and Political Affairs:
Susan Herber, Chair / Paul Baker, Vice Chair
- Business Services and Technology
Shane Cook, Chair / Nicole Cumbie, Vice Chair
- Risk Management
Mike Porter, Chair / Catherine Swann, Vice Chair
- Professional and Business Development
Barbara Wilson, Chair / Kathy Laswick, Vice Chair
- Local Association Executive appointment to Executive Committee
Jan Marie Ennenga, Yuma Association of REALTORS®

Region XI Committee Appointments –

MOTION: IT WAS MOVED, SECONDED AND CARRIED TO APPOINT 2021 PRESIDENT JAN LEIGHTON AND PRESIDENT-ELECT GARY NELSON AS ARIZONA’S REPRESENTATIVES ON THE REGION XI NOMINATING COMMITTEE.

Next Meeting – The next meeting will be held Tuesday, March 30, 2021 at the Hyatt Regency Phoenix in Phoenix, Arizona.

ADJOURN

There being no further business, the meeting was adjourned at 12:15 p.m.

K. Michelle Lind, Recording Secretary