

HUNTSVILLE AREA ASSOCIATION OF REALTORS®
BOARD OF DIRECTORS MEETING AGENDA
535 Monroe Street, Huntsville, AL
Tuesday, January 27, 2015

CALL MEETING TO ORDER

OPIE BALCH

- I. INVOCATION
- II. PLEDGE OF ALLEGIANCE
- III. CONSENT AGENDA
a) Motion to approve the HAAR Consent Agenda/Minutes
- IV. APPROVE NALMLS MOTIONS
- V. TREASURER'S REPORT
- VI. PRESIDENT REMARKS
a) Local Director
b) State Director
c) Committee Presentations
d) Signature Cards Approvals
e) ARPAC Chair
- VII. CEO UPDATE
a) 2015 Builders Home and Remodeling show March 6-8th
- VIII. COMMITTEE REPORTS
 - a) Governmental Affairs
 - b) ARPAC
 - c) Affiliate Director
 - d) North Alabama CRS
 - e) WCR
 - f) YPN Huntsville
 - g) REALTORS in Action
- IX. OTHER BUSINESS
a) Bylaws Committee
i. Motions

SHA JARBOE

LISA GLISSON

SHARITA WHITEHEAD

MONICA SANFORD

BRANDI CAGLE

JIM JOHNSON

LANDA PENNINGTON

ADJOURN MEETING

IMPORTANT DATES

- February 5th Monthly Membership Luncheon 11:30-1:00pm
- February 18th Open Registration for REALTOR Legislative Meetings & Trade Expo (May 11-16)
- February 19th Past President Broker Meeting 8:30am (doors open at 8:00 am)
- February 24th HAAR O&D Meeting-8:30am**
- March 12th Monthly Membership Luncheon 11:30-1:00pm



BOARD OF DIRECTORS MEETING

OF

THE HUNTSVILLE AREA ASSOCIATION OF REALTORS®

January 27th, 2015

CONSENT AGENDA

(Items listed on the Consent Agenda are expected to be routine and non-controversial and, unless the Board directs that an item be held for further discussion, the entire CONSENT AGENDA will be acted upon for block approval. If the Board directs that an item listed on the CONSENT AGENDA be held for further discussion, the item will be addressed under "Other Business.")

HAAR Consent Agenda

January 27th, 2015

ITEM	PAGE
Approval of December 2014 Minutes	3-11
December Committee Reports	12
November-December 2014 Membership Report	13
NALMLS November Statistics	14

HUNTSVILLE AREA ASSOCIATION OF REALTORS®
OFFICERS & DIRECTORS MEETING MINUTES
Tuesday, December 16th 2014
8:30 am

PRESENT: President Bill Stewart , President-Elect Opie Balch, MLS President Kathy Mann , Secretary/Treasurer Larry Carroll, Attorney Bo Harrison, Ginny Brandau, Paul Buxton, Jim Hoekenschnieder, Jim Johnson, Zelda Lanza, Terry Lewis, Landa Pennington, Cindi Peters, Tommy Pruett, Rod Schumann, Robert Simons, Regina Underwood, Rod Weaver, Bill Ward, Jan Wells, Julie Lockwood

ABSENT: Carrie Burke, Darrin Hasley, Sha Jarboe, Lynn Kilgore, Nickie Allison-Lash

STAFF: CEO Kipp Cooper, Page Brooks, Katy Fitzgerald, Christina Hearne, Arely Jaimes, John Lewis

At a meeting of the Officers and Directors, held at 535 Monroe Street, Huntsville, AL., 35801, the meeting was called to order by President Bill Stewart at 10:10 am, Central Standard Time.

Pledge of Allegiance: Rod Weaver

MOTION: To approve the HAAR Consent Agenda.
Motion Carried.

TREASURERS REPORT

Secretary/Treasurer Larry Carroll presented the October 2014 Financials.

Notes to HAAR 2014 October Financial Statement

HAAR Balance Sheet

The HAAR balance sheet currently reflects total assets of \$1,273,104 compared to \$23,049 in liabilities.
96% of the current assets are in cash, CD, money market or restricted reserves.

Line 1226 on the Balance Sheet (located under Other Assets) represents the initial Morgan Stanley Investment of \$17,250.

HAAR Profit and Loss Statement / Income Statement

Income line 1503 - Application Fees of \$77,800 reflects 196 new members for 2014 (budgeted at 179).

Income line 1515 - Member Benefits Partner Program of \$3,918 has exceeded the 2014 annual budget by 56%.

Income line 152514 - HAAR Dues 2014 reflects full dues collection for 1,637 members and prorated dues on 185 new members. This line has also exceeded the 2014 annual budget by \$13,112. (The 2014 annual budget was based on 1,634 members paying full dues)

Expense line 18271 - Lockbox SUPRA is underbudget by \$21,151 while expense line 18275 Fobs is over budget by \$10,277 due to the increase demand for fobs.

Expense line 1873 - Travel is running underbudget by \$7,626 for October 2014.

The non-dues revenue collected as of October is \$268,982 which is a 7% increase over the 2013 non-dues revenue of \$251,742.

The HAAR Profit & Loss Statement reflects total income of \$638,238 and total expense of \$510,550 as of October 2014.
The Net Income is \$127,674 which is \$29,788 more than budgeted for October.

CONTRACT RENEGOTIATIONS:

none

Reserve Goals Update

As of October, HAAR has a reserve total of \$484,547 which is 71% of the long term reserve goal. The current reserves amount will provide approximately 9 months of operating expenses.

	Reserves Goal: \$ 678,190.50
<u>Reserves Actual:</u>	
Restricted - Operating Reserves	448,534.12
Restricted - Bldg Maint Reserve	25,658.29
Restricted - Computer Reserve	<u>10,354.65</u>
	<u>Reserves Actual as listed above:</u> \$ 484,547.06
	<u>Difference between Goal and Actual:</u> \$ (193,643.44)
	Percentage of Goal: <u>71%</u>

Financial Statements to be filed for audit.

Motion from the LB Task Force: To upgrade the current Supra Classic iBox to the Supra BTLE iBox.

Motion Second.

Motion Passed.

Motions from Finance and Budget

Motion: To reimburse full mileage to all HAAR & NALMLS required travelers who attended the 2014 annual NAR meeting in New Orleans.

Motion Passed.

Motion: To approve an additional \$40,000 for capital improvements to come from HAAR Restricted Operating Reserves (HAAR Balance Sheet, line 1105) for the additional improvements as presented.

Motion Passed.

Opie Balch

Motion: To approve changes made to the HAAR Committee Guidelines. (Appendix A)

After Discussion, **Motion Passed.**

CEO Update

CEO, Kipp Cooper mentioned some of the highlight of the year. He applauded the Officers, Directors and staff for their outstanding roles in the success of the association. This year was filled with exciting and sometimes challenging changes, but over all we have improved the level of services provided to our members.

COMMITTEE REPORTS

CRS President Kathy Mann announced more information on the new affiliate model will be presented next year.

Realtors in Action Chair Jim Johnson stated the committee spent \$1,479 on services. Also, Betty Hughes will serve as 2015 committee co-chair.

Jan Wells thanked the Board of Directors for their support through the years.

Committee Motions

Governmental Affairs Chair Ginny Brandau brought forward a motion.

Motion: To support the concept of appointed vs elected school superintendents by taking the proposal to AAR to see what position they have on supporting a state wide bill.

Motion Passed.

PRESIDENT'S REMARKS

President, Bill Stewart expressed this admiration for the 2015 Officers and Directors. He admires their willingness to serve and appreciates their dedication.

There being no other business the meeting adjourned 9:35 am

Minutes respectfully submitted by Arely Jaimes for Larry Carroll.

Appendix A: HAAR Committee Guidelines Changes.

ARPAC COMMITTEE

2015 Chair: TBD

Co-Chair:

General:

Committee members monitor the committee's progress towards assigned fundraising goals and have events to assist meeting those goals. ~~The committee interviews candidates for public office and makes recommendations to the board of directors for endorsement.~~ **Committee members may be asked to participate in candidate interviews for public office, conducted by the Governmental Affairs Committee.**

Membership:

No prerequisites

Responsibilities:

- A. Explains the importance of ARPAC to the membership.
- B. Solicits the general membership to contribute to ARPAC.
- C. Organizes fund raising activities or appreciation events as required.
- ~~D. Screen candidates for public office and recommend to the Board of Directors those who should be supported with ARPAC funds.~~
- E. Makes members aware of issues and educates member on issues**
- F. Be ARPAC contributor**
- G. Governmental Affairs Chair is automatically member of committee**
- H. To remain a member of this committee, members may have no more than two unexcused absences.**

Operations:

- A. Meets as required on call of chairman or Co Chairman.
- B. Plans and publicize fund raisers or appreciation events. e.g. Casino Night, ARPAC Auction.
- D. Funds expenses from monies raised.

BYLAWS COMMITTEE

2015 Chair: Landa Pennington Co-Chair:

General:

This committee is charged with evaluating, revising and recommending changes to the Bylaws of the Huntsville Area Association of REALTORS® and the North Alabama Multiple Listing Service. The committee will determine changes that need to be made to the Bylaws and recommend those changes/revisions to the Board of Directors. Revisions may result from directives from the National Association of REALTORS®, the Alabama Association of REALTORS®, the Board of Directors, other committees or from the membership.

The committee will be composed of the Secretary/Treasurer, the Second Vice President and other members willing to serve.

The committee is responsible for maintaining and updating the Policy and Procedures Manual and the Committee Handbooks. In the event the committee chairman is not a member of the Board of Directors he/she will attend all Board of Directors meetings.

Membership:

There are no pre-requisites for committee membership, but members selected to serve should have some tenure and experience with Association procedures, show an interest in the Bylaws' process and procedure, and possess an ability to organize, analyze and formalize Bylaws and procedures.

Responsibilities:

- A. ~~Receive~~ **Review** all changes to National Association of REALTORS® Bylaws and Model Bylaws, Alabama Association of REALTORS® Bylaws for their impact on the Huntsville Area Association of REALTORS® and the North Alabama Multiple Listing Service. Review and recommend necessary changes to the Association Bylaws, the MLS Bylaws and Rules and Regulations, the Policy and Procedures Manual and the Committee Handbooks to the Board of Directors.
- B. Receive direction from the Board, committees and/or the membership that affect these documents and review for recommendation and/or implementation and presentation to the Board of Directors for approval.
- C. Insure compatibility and consistency among the operating documents of the Association and the MLS.
- D. Oversee the presentation to the general membership of those items needing membership approval by the direction of the Board.
- E. Oversee the follow-through with the National Association of REALTORS® and the Alabama Association of REALTORS® for any required review of the Association Bylaws or the MLS Bylaws and Rules and Regulation.

Operations:

The committee meets on an average of once a month and more frequently to effect major revisions and keep documents updated. The Association Executive supports the operation of the committee by making approved changes to the Bylaws in preparation for printing and distribution.

Subcommittees include:

- A. Policy and Procedures
- B. Committee Handbooks

Liaison:

Membership, Board of Directors and other committees as required
Executive Secretary - Arrange meetings and notify committee member

To remain a member of this committee, members may have no more than two unexcused absences.

EDUCATION COMMITTEE

2015 Chair: April Parker

Co-Chair:

General:

This committee is charged with working with the state and national associations **education curriculum**, and encourages, promotes and arranges programs of education benefit to the membership.

There are no pre-requisites for committee membership.

Subcommittees:-

——— ~~REALTOR Expo.~~ ***Should be separate committee**

Operations:

- Monthly meetings to accomplish missions of committee.
- **Organize local education events**
- **Supports and promotes HAAR School**
- **To remain a member of this committee, members may have no more than two unexcused absences.**

FORMS COMMITTEE

2015 Chair: Mike James

Co-Chair:

General:

In cooperation with state and national associations and legal counsel, the Forms Committee reviews forms used by membership in the course of business. The Committee recommends wording and layout that is in the best interest of the public and the industry.

Membership:

Chairman is appointed by HAAR President. Committee members should preferably be qualified as brokers or have some contracting format experience. One member of this committee (preferably the chairman) shall be appointed by the MLS chairman to serve on the MLS committee.

Responsibilities:

- A. Monitor state and national policies which may affect or require new or modified forms format.
- B. Be responsive to HAAR requests or recommendations for form amendment.
- C. Operate within current budget constraints and plan anticipated requirements.
- D. Coordinate with HAAR legal counsel and the Alabama Real Estate Commission on forms changes/recommendations.

Operations:

- A. Meet as required.
- B. Coordinate forms activities with staff.
- ~~C. Estimate annual budget.~~

To remain a member of this committee, members may have no more than two unexcused absences.

ORIENTATION COMMITTEE

2015 Chair: Craig LaMar

Co-Chair:

General:

Applicants for REALTOR® membership and provisional REALTOR® Members shall complete an orientation program on the Code of Ethics of not less than two (2) hours and thirty (30) minutes of instructional time. This requirement does not apply to applicants for REALTOR® membership or provisional Members who have completed comparable orientation in another Association, provided that REALTOR® membership has been continuous, or that any break in membership is for one (1) year or less.

The course of instruction shall cover the Bylaws and Rules and Regulations of the Huntsville Area Association of REALTORS®, the Bylaws of the Alabama Association of REALTORS®, and the Constitution and Bylaws and Code of Ethics of the National Association of REALTORS®. It provides an introduction to the Multiple Listing Service (MLS) and a summary explanation of the Huntsville Area Association of REALTORS® forms.

This Committee reviews current content and delivery of information required by the Association Bylaws for new members. It makes recommendations to the Board of Directors for changes and improvements to the new member Orientation.

Orientation schedule is set prior to the beginning of each calendar year and is held monthly consisting of one full day and one/half day. Instructors are also scheduled a year in advance.

Membership:

Instructors should be experienced REALTORS® with strong foundation in the structure and governance of the REALTOR® Organization at all three levels, the Code of Ethics and Standards of Practice, the Multiple Listing Service, and/or Political and Legislative issues. (It is preferred that instructors at the opening session have attended both State and National meetings.)

Responsibilities:

To explain the benefits, privileges and obligations of REALTOR® membership. To introduce educational opportunities, legal issues and political and legislative activities. To teach not less than 2 hour and 30 minutes on the Code of Ethics and Standards of Practice, and the procedure by which complaints are handled. To instruct in the rules and policies of the Multiple Listing Service and expose the REALTOR® member to those forms that are available to facilitate their success.

Operations:

The Orientation Committee develops and presents the course material for the program

Liaison:

The Committee Chairman will ~~coordinate with~~ **get approval of** the Officers and Directors regarding changes to course structure and content and will work with the Education Director and Membership Manager on implementing changes.

January Committee Reports

ARPAC

No Report

BYLAWS

Bylaws Committee met in January and reviewed formerly approved Bylaw updates (dues billing/dues deadlines under Financial Obligations) that are being incorporated in the revision going to NAR. Also reviewed were approved changes to HAAR/NALMLS P&P resulting from a 2014 Task Force's review of O&D Minutes since 2008; these had been approved but inadvertently unpublished. Motions concerning lockbox and key control will be presented to NALMLS O&D for approval. (These were approved by HAAR O&D for inclusion in HAAR P&P late 2014.) The committee approved a motion to make the Realtor Expo a standing committee; this motion is being presented to HAAR O&D for approval. Rhonda Ricketts discussed mandatory changes to NALMLS Rules and Regs from NAR November meetings. The Bylaws Committee also approved a change submitted by Larry Carroll for NALMLS Rules and Regulations 1.2.1, Limited Service to comply with AREC License Law 34-27-84.

CARAVAN

No Report

FINANCE & BUDGET

No Report

FORMS

The forms committee has selected its members (14) with the following criteria: members were Selected from their 1st and 2nd choice committee, only one member per office (unless the agency has multiple offices), and try to get first time volunteers when possible. All members selected from the volunteer list have been informed of their selection.

GRIEVANCE

Nothing to Report

GOVERNMENTAL AFFAIRS

Our first meeting is January 23rd. We will discuss requirements of the committee for the year, how meeting will run and be scheduled and discuss what we are tasked with.

We will also be determining how many areas and grant approvals we feel we are capable of completing this year, with our current proposal being 3. We hope to be able to use each for Realtor and Community education and involvement. The areas of possible grant application are housing opportunity, diversity and smart growth.

We also hope to have a speaker at each meeting presenting a local update or issue as often as possible as well as keep the committee updated on future items needing action.

Education Committee

No Report

ORIENTATION

No Report

PROFESSIONAL STANDARDS

Nothing to Report

REALTORS in Action

Nothing to report

Dec.08-Jan.19, 2015 HAAR MEMBERSHIP REPORT

The Huntsville Area Association of REALTORS® has received 1 Designated REALTOR® Applications, 17 REALTOR® Applications, and 0 Affiliate Applications from Dec. 8, 2014 to Jan. 20, 2015.

DESIGNATED REALTOR®

Kevin Waddell

New South Real Estate LLC

REALTOR®

Gina G. Barlow

Brooke Brunsvold

Steven Clark

Michelle Cummings

Christian Elizer

Melody Lynn Glasgow

Lindsey Horstick

Ronald "Frank" Keller

Paula Kusters

Evita McClinton

Chelsea Knox McKinney

Elizabeth Morell

Sean D. Ostrowski

Donald Parker

Debbie Powers

Ryan "Matthew" Reese

Vicki Tate

Ala-Tenn Realty, Inc.

Keller Williams Realty

Leading Edge

Whitehead Realty

Kel Mitchell Real Estate

Keller Williams Realty-Madison

Robinson and Company, Inc.

Keller Williams Realty-Huntsville

Weichert Realtors

Realty South Huntsville

Keller Williams Realty-Huntsville

Exit Realty of the Valley

Capstone Realty

Ala-Tenn Realty, Inc.

Red Door Real Estate

Weichert, Realtors-The Space Place

RE/Max Distinctive

Alabama Housing Statistics Reporting Form
North Alabama Multiple Listing System, Inc. NALMLS

Board:

Huntsville Area Association of Realtors

December 2014

Monthly Totals (representative of previous form).					
	# Sold in Month	Average Sales Price	Median Selling Price	Average Days on Market	# of Units on the Market
Total	401	194,292	169,900	101	3320
	# Pending this Month	Average Pending Price	Median Pending Price	Average Days on Market	# of Units Currently Pending
Total	234	190,840	175,000	90	470

By Property Type (Please mark NR if MLS System cannot retrieve these figures)					
	# Sold this Month	Average Selling Price	Median Selling Price	Average Days on Market	# of Units on the Market
Existing SF (Single Family, Garden and Townhomes)	289	163,420	139,900	101	2321
Condo (New and Existing)	9	121,633	130,000	146	88
New Construction (Single Family, Garden and Townhomes)	129	268,524	249,600	99	911

Price Distribution					
Price Range		# of Total Sales	Average DOM	# of Current Active Listings	
\$99,999 or UNDER		102	84	492	
\$100,000-\$124,999		33	123	226	
\$125,000-\$149,999		36	105	403	
\$150,000-\$199,999		103	106	679	
\$200,000-\$249,999		47	102	456	
\$250,000-\$299,999		37	104	365	
\$300,000-\$349,999		30	87	204	
\$350,000-\$399,999		10	91	167	
\$400,000-\$449,999		15	129	85	
\$450,000-\$499,999		9	139	63	
\$500,000-\$549,999		1	218	34	
\$550,000-\$599,999		0	0	24	
\$600,000-\$649,999		0	0	17	
\$650,000-\$699,999		2	195	27	
\$700,000-\$749,999		1	222	8	
\$750,000-\$799,999		0	0	15	
\$800,000 OR OVER		1	63	55	