

HUNTSVILLE AREA ASSOCIATION OF REALTORS®
BOARD OF DIRECTORS MEETING AGENDA
535 Monroe Street, Huntsville, AL
Tuesday, March 31st, 2015
Immediately following NALMLS O&D Meeting

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. TREASURER'S REPORT
a) January Financials
- V. PRESIDENT REMARKS
a) Ratify NALMLS Motions
- VI. CEO UPDATE
a) REALTOR® Day
b) AE Institute
- VII. COMMITTEE REPORTS
 - a) Governmental Affairs
 - b) ARPAC
 - c) Affiliate Director
 - d) North Alabama CRS
 - e) WCR
 - f) YPN Huntsville
 - g) REALTORS in Action
- VIII. OTHER BUSINESS
 - a) Professional Standards
 - i. Co-chair
 - ii. Citation Policy

SHA JARBOE
GINNY BRANDAU
LISA GLISSON
SHARITA WHITEHEAD
MONICA SANFORD
BRANDI CAGLE
JIM JOHNSON

ADJOURN MEETING

IMPORTANT DATES

April 22nd REALTOR® Day, Montgomery, AL
May 11th – 16th REALTORS® Legislative Meetings & Trade Expo., Washington, DC
June 14th -17th AAR Summer Conferences, Hilton Pensacola Beach, FL
Sept. 13th – 16th AAR Annual Convention, Grand Hotel Marriott Resort
Nov. 13th -16th REALTORS® Conference & Expo, San Diego, CA



HAAR
HUNTSVILLE AREA ASSOCIATION of REALTORS®

BOARD OF DIRECTORS MEETING

OF

THE HUNTSVILLE AREA ASSOCIATION OF REALTORS®

March 31st, 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

March 31st, 2015

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**HUNTSVILLE AREA ASSOCIATION OF REALTORS®
OFFICERS & DIRECTORS MEETING MINUTES
Tuesday, February 24th, 2015
8:30 am**

Present: President Opie Balch, President-Elect Kathy Mann, Secretary/Treasurer Jim Hoekenschnieder, Attorney Bo Harrison, Ginny Brandau, Paul Buxton, Brandi Cagle, Lisa Glisson, Sha Jarboe, Jim Johnson, Zeld Lanza, Terry Lewis, Valerie Miles, Landa Pennington, Cindi Peters, Monica Sanford, Rod Schumann, Robert Simons, Bill Stewart, Rod Weaver, Sharita Whitehead, Mark Williams

Excused Absence: MLS President Larry Carroll, Regina Underwood

Absent: Lynn Kilgore, Julie Lockwood

Others Present: Bill Ward

Staff: CEO Kipp Cooper, Katy Fitzgerald, Arely Jaimes, Rhonda Ricketts, Tammy Owen

At a meeting of the Officers and Directors, held at 535 Monroe Street, Huntsville, AL., 35801, the meeting was called to order by President Opie Balch at 8:35 am, Central Standard Time.

Invocation led by Sha Jarboe.

The Pledge of Allegiance led by Rod Schumann.

MOTION: To approve the HAAR Consent Agenda.

Motion Carried.

TREASURERS REPORT

There were no financial reports presented at this O&D meeting, instead the results of the 2014 Financial Audit were presented.

Dent, Baker and Company conducted the 2014 audit in January and presented their results to the Finance Committee on February 16. The results presented at this O&D meeting compared the 2014 results to the 2013 results.

For HAAR:

Cash, CD's and the Investment Account increased by 12.86% or approximately \$105,358.

There was an increase of \$58,772 in building improvements, furniture and computer equipment.

Non-dues revenue increased by 37.29% or approximately \$34,530.

While there was a decrease of \$21,498 in lockbox and accessory sales, total revenues increased by 5.97%.

HAAR took a higher depreciation in 2014 to help reduce taxes and to lower the depreciation for the next 4 years. As a reminder, depreciation is a non-cash expense; it is recognized on paper only.

The Total Revenue for HAAR was \$715,918 and the Total Expense was \$627,684 which produced a **Net Income for HAAR for 2014 was \$88,234**. As a reminder, on 2/5/15 the membership approved taking \$40,000 of the profit and using it for the build out of the office space over the reception area.

For NALMLS:

Cash and CD's increased by 3.74% or approximately \$40,182.

There was an increase of \$53,169 in the ValleyMLS website and replacing the firewall.

Non-dues revenue increased by 31.85% or approximately \$34,774.

NALMLS also took a higher depreciation in 2014 which saved approximately \$9,000 in taxes and lowered the depreciation for the next 4 years. As a reminder, depreciation is a non-cash expense; it is recognized on paper only.

The Total Revenue for NALMLS was \$1,938,691 and the Total Expense was \$1,884,390 which produced a **Net Income for NALMLS for 2014 was \$54,301**.

There were not questions following the report.

Treasurer/ Secretary, Jim Hoekenschnieder presented the following motions:

MOTION: To approve the Investment Policy

Rationale: The Investment Policy has been prepared by the Investment Committee and Grant Thomson of Morgan Stanley Thomson, Orton Group.

Motion Carried.

MOTION: To approve \$6,000 of additional funding to the NALMLS budget, line item 2702 – Salaries, to bring on a full time member services liaison. This would bring the total line expenditure to an adjusted \$757,900.

Rationale: In January our staff fielded over 4,500 phone calls. Of those, 1,455 were handled by the member services department. There is a great need for an additional full time position instead of three staff members sharing coverage. This will allow the Education Director to have a full time person and also allow for a third full time position in the MLS Department which will permit more member training and service.

Motion Carried.

PRESIDENT REMARKS

- President, Opie Balch presented the names of the Grievance Committee and ARPAC Committee members for approval by the Board of Directors. (Appendix A)

Committees approved by the Board of Directors

- President, Opie Balch presented the Realtors in Action and Texie Wilson Memorial Fund Signature Cards for approval by the Board of Directors

The 2015 Realtors in Action account signers are:

Kipp Cooper	Executive Vice President
James Johnson	Chair
Katy Fitzgerald	Finance Director

The 2015 Texie Wilson Memorial Fund account signers are:

Kipp Cooper	Executive Vice President
Jim Hoekenschnieder	Broker
Katy Fitzgerald	Finance Director

Signature Cards approved by the Board of Directors.

MOTION: To approve the 2015 Strategic Plan.

Rationale: The 2015 Strategic Planning Session was held January 12. The facilitator was Donna Garcia of NAR. The proposed Strategic Plan is a requirement of the NAR Core Standards.

Amendment: To replace CEO with Association Executive (AE) throughout the document.

Amendment: Under Community Investment, REALTOR® Connection committees is to be replaced with Realtors® in Action Committee.

Amendment: Under Community Involvement, change accountability to HAAR President with the AE as backup.

Amendment: Under Member Advocacy, Initiative 1-8 change Government Affairs Director to Governmental Affairs Committee.

Amendment: Under Member Advocacy, Initiative 9 change accountability to Governmental Affairs Committee, ARPAC Committee and Finance Committee.

Amendment: Under Member Advocacy, Initiative 10 change RPAC to ARPAC.

Amendment: Under Member Advocacy, Initiative 12 change accountability to Governmental Affairs committee and APAC Committee.

Amendment: Under Member Services, Initiative 3 remove ABR and MRP.

Amendment: Under Member Services, Objectives: change “the” to “then” on the last sentence.

Amendment: Under Member Services, Objective: Engage YPNs and promote real estate as career, change accountability for 1-4 from CEO to YPN.

Amendment: Under Member Services, Objective: Improve member communication to promote the Association’s value proposition, change add Member input to accountability list.

Amendment: Under Member Services, Objective: Offer sessions and tools to promote member safety, remove Retired Sheriff from accountability under initiative 1.

Amendment: Under Affiliate Partnerships, Initiative 2 the word “outdoor”.

Amendment: Under Finance/Administration, Under Follow up, add the “and” to read “during outreach meetings *and* expos”.

Motion as amended Carried.

CEO Update

Chief Executive Officer, Kipp Cooper gave an update on the building construction. The floor dividing the first floor from the second floor in the reception area was successfully completed. Construction to finish the new office space upstairs will continue in the following weeks.

Motion: HAAR will no longer accept out of Board Supra iBoxes to be added to its inventory.

Amendment: to add an enforcement date.

Motion as Amended: Effective February 28th 2015, HAAR will no longer accept out of Board Supra iBoxes to be added to its inventory.

Motion as amended Carried.

COMMITTEE REPORTS

Governmental Affairs Chair Sha Jarboe shared with the Directors that the Governmental Affairs committee is working on scheduling Realtor® meetings at local high schools. The committee is also working on putting together an event that will take place in May, more information to come.

ARPAC Chair Ginny Brandau announced this year's goal is \$87,425 which is approximately \$11,000 more than last year. As of the end of January \$23,500.35 had been raised with approximately 32% of the membership contributing. One of the committee's goals is to get all the Officers and Directors to contribute at least their fair share.

Affiliate Director Lisa Glisson reported that due to the recent winter weather the Affiliate Council has not been able to meet.

WCR President Monica Sanford announced their next luncheon is scheduled for March 18th at HAAR; the guest speaker will be Dale Strong.

CRS President Sharita Whitehead reported the local CRS Network had held their first official meeting.

Realtors in Action Chair Jim Johnson had nothing to report at the time, the first RIA meeting will be in March.

Other Business

There was a vacant Director seat left when Jim Hoekenschnieder when he was elected 2015 Secretary/ Treasurer. In accordance to HAAR Bylaws Vacancies among the Officers and Directors shall be filled by the Board of Directors until the next annual election, or at its option, a special election may be called to fill the vacancy

The O&D meeting moved to Executive Session.

The Board of Directors moved to fill the Director vacancy, Betty Hughes will fill the position of Director for 2015.

There being no other business the meeting adjourned at 10:26 am.

Minutes respectfully submitted by Arely Jaimes for Jim Hoekenschnieder

APPEDIX A

Grievance

CHAIR	John Morley
CO-CHAIR	
MEMBERS	Sharita Whitehead
	Thelma Dawson
	Nancy VanValkenburgh
	Ashley Brown
	Marsha Buxton
	Robin Graham
	Leena Jacobs
	Michelle Daymond

ARPAC

CHAIR	Ginny Brandau
<i>CO-CHAIR</i>	
Ex-Officio	Opie Balch
Comm. Members	Jeremy Turner
	Richard VanValkenburgh
	Lisa Glisson
	Melanie Brooks
	Judy Fudge
	Jennifer McDaniel
	Shannon Hoff
	Phillip Gore
	Mark Moody
	Sherry Dinges
	Brandi Cagle
	Sha Jarboe
	Regina Underwood
	Anne Adams-Bourque
	Kim McDowell
	Trevor Trainer
	Lynn Cawthon

**HUNTSVILLE AREA ASSOCIATION OF REALTORS
OFFICERS AND DIRECTORS SPECIAL CALLED MEETING MINUTES**

Thursday, March 19th
8:30am

ELECTRONIC NOTICE SENT TO: President Opie Balch, President-Elect Kathy Mann, MLS President Larry Carroll, Secretary/Treasurer Jim Hoekenschnieder, Attorney Bo Harrison, Ginny Brandau, Paul Buxton, Brandi Cagle, Betty Hughes, Lisa Glisson, Sha Jarboe, Jim Johnson, Lynn Kilgore, Zeld Lanza, Terry Lewis, Julie Lockwood, Valerie Miles, Landa Pennington, Cindi Peters, Monica Sanford, Rod Schumann, Robert Simons, Bill Stewart, Regina Underwood, Rod Weaver, Sharita Whitehead, Mark Williams

PRESENT AT MEETING: President Opie Balch, President-Elect Kathy Mann, MLS President Larry Carroll, Secretary/Treasurer Jim Hoekenschnieder, Attorney Bo Harrison, Ginny Brandau, Paul Buxton, Betty Hughes, Lisa Glisson, Sha Jarboe, Zeld Lanza, Terry Lewis, Julie Lockwood, Valerie Miles, Landa Pennington, Cindi Peters, Rod Schumann, Robert Simons, Bill Stewart, Regina Underwood, Rod Weaver, Mark Williams

Staff Present: CEO Kipp Cooper, Katy Fitzgerald and Arely Jaimes-Gomez

At a special called meeting of the Officers and Directors, held at 535 Monroe Street, Huntsville, AL., 35801, the meeting was called to order by President Opie Balch at 8:35 am, Central Standard Time.

President Opie Balch addressed the directors and asked that a motion from the previous O&D meeting be re-stated. The motion was made during executive session and was not reflected in the February O&D meeting minutes.

Motion: To hire an HR attorney.

Motion Passed.

Meeting Moved to Executive Session.

There being no other business the meeting adjourned at 10:45 am
Minutes respectfully submitted by Arely Jaimes

March Committee Reports

ARPAC

ARPAC met March 19. Tickets are being sold for a Wheelbarrow of Fun. Beer, wine, party favors, gift cards and more. Make sure you get your tickets. Drawing at May luncheon. Planning an event for June 25, brew, food, entertainment and auction. More information to follow. Sha Jarboe was name Co-chair.

BYLAWS

We reviewed/updated the following eight topics in HAAR Policies:

Mission Statement, Director & Officer Descriptions, Officers and Directors Responsibilities, Nominating Committee, Election Committee, Voting Procedures and Use of the Premises, Removal of Officers and Directors and Motions from Committees

The Committee agreed to send the 2015 Travel Policy back to the Travel Task Force to rewrite the following sections for clarity:

- a. National Directors Representing HAAR at NAR Meetings
- b. HAAR Realtor® Members Receiving AAR or NAR Award

Two policies were reviewed but postponed for further discussion at the April meeting:

- a. Board of Directors Vacancies (more in-depth verbiage to be added)
- b. Election Procedures (pending identification of voting process to ensure voting system has no glitches)

After finding several instances of misuse of “Association” vs “Board”, the Committee approved use of “Association” in all references to the Huntsville Area Association of Realtors®; “Board” will only be used to identify the HAAR/NALMLS Board of Directors. This will provide consistency in all governing documentation.

Also, it was noted that “Association Executive” was established in the past as the proper title for the position and should be used consistently in all documentation.

Policies will be submitted to HAAR O&D for approval after all are finalized.

CARAVAN

No report

FINANCE & BUDGET

No report

FORMS

The forms committee had its first meeting of 2015 on 3/17. The goal of the meeting was for all committee members to meet each other and to introduce all committee members to proposed changes to forms anticipated for the year. We watched 5 minute RESPA video on August changes to the real estate industry and then discussed what effect these changes may have on forms. Mike James (Chair) will get together with Kip Cooper very soon to discuss forms changes with the Real Estate Commission attorney. The form of primary concern is the Estimated Closing Statement.

GRIEVANCE

Nothing to Report.

GOVERNMENTAL AFFAIRS

No report

Education Committee

No report

ORIENTATION

No report

PROFESSIONAL STANDARDS

Nothing to Report.

REALTORS in Action

Realtors in Action Committee Report - March 20, 2015

The meeting was held on Tuesday March 17th and those in attendance were:

Jim Johnson – Chair, Betty Hughes – Co-Chair, Landa Pennington, Lisa Hilton, Loraine Cordule, Melanie Brooks, Pam Rhodes and Arely Jaimes-Gomez

The meeting began with reviewing the Scope of Services for the committee and no changes were recommended. The only comment was that it needed to be distributed the membership again.

The strategic plan was discussed that was approved by HAAR and the Realtors in Action Committees role with Habitat with Humanity. After discussing the Habitat for Humanity cause, it was decided that CASA could potentially be a better recipient for the support of our committee and HAAR. This was based upon how large the Habitat for Humanity organization is and the amount of support already offered to Habitat from numerous organizations and businesses.

Pam Rhodes and I are going to meet with CASA within the next several weeks to identify any support they may need.

Fund raising was discussed and our goal for 2015 is to reach a balance of \$10,000. Our current balance is \$7,007.73.

Fund raising events discussed are:

- Raffle for travel agency certificates
- Raffle for weekend hotel/resort certificates, i.e. golf, spa, shopping, etc.
- Raffles to be held monthly at HAAR membership luncheons for smaller prizes, but you still get your ticket into the larger raffle pool
- Wine tasting event

Next meeting in late April.

HAAR MEMBERSHIP REPORT

New Members from 2/16/2015 – 3/19/2015

The Huntsville Area Association of REALTORS® has received 0 Designated REALTOR® Applications, 22 REALTOR® Applications and 4 Affiliate Applications from Feb. 16, 2015 thru March 19, 2015

DESIGNATED REALTOR®

REALTOR®

Ashley Balch Blackwell	Opie Balch Realty
Anthony Carbone	Amanda Howard, LLC
Haley Charlton	Matt Curtis Real Estate
Damon Cummings	Trans Action Real Estate
Andrew Earnhart	Coldwell Banker of the Valley
John Graddick	Ace Realty
Virginia “Ginger” Hickman	Breland Homes, LLC
Martinez Hurskin	Amanda Howard, LLC
Lynda Jones	Exit Total Realty
Michael Kinzer	Coldwell Banker of the Valley
Cody Mance	Ace Realty
Deborah Marrero	Ace Realty
Ethan S. McClellan	Coldwell Banker of the Valley
Barbara Parks	Keller Williams – Htsv.
Gary “Jason” Robinson	Keller Williams – Htsv.
Sarah Rogers	Quest Real Estate
Patricia San Soucie	@ Home Realty Group
Brandon Staten	Keller Williams-Madison
Steven Stratton	Amanda Howard Real Estate
Erica Whitt	Keller Williams-Madison
Nathaniel Woodall	Rosenblum Realty
Natasha Yeager	Re/Max Alliance-Madison

AFFILIATE

Chad Anderson	imortgage
Jennifer Kouchis	BBVA Compass
Chad Maddox	Assurance Residential Inspections
Kim Wright	Stoneridge Homes

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

Board:

Huntsville Area Association of Realtors

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	330	190,193	167,750	109	3274
	# Pending this Month	Average Pending Price	Median Pending Price	Average Days on Market	# of Units Currently Pending
Total	349	191,662	167,000	78	538

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)	262	174,831	154,825	113	2294
Condo (New and Existing)	5	132,240	123,000	110	98
New Construction (Single Family, Garden and Townhomes)	75	248,104	224,009	100	497

Price Distribution

Price Range	# of Total Sales	Average DOM	# of Current Active Listings
\$99,999 or UNDER	74	115	471
\$100,000-\$124,999	30	88	212
\$125,000-\$149,999	32	85	390
\$150,000-\$199,999	78	81	673
\$200,000-\$249,999	54	126	479
\$250,000-\$299,999	29	128	352
\$300,000-\$349,999	16	113	202
\$350,000-\$399,999	17	131	159
\$400,000-\$449,999	6	321	85
\$450,000-\$499,999	1	93	69
\$500,000-\$549,999	2	102	35
\$550,000-\$599,999	1	114	28
\$600,000-\$649,999	0	0	15
\$650,000-\$699,999	1	45	25
\$700,000-\$749,999	1	59	10
\$750,000-\$799,999	0	0	15
\$800,000 OR OVER	2	278	53