

Board of Directors Meeting
Thursday, January 5th, 2017

The meeting was called to order at 2:05 PM by President Wes Chandler.

Directors present: President Wes Chandler, President-Elect Maureen Cline, Treasurer Janice Stevens, Immediate Past-President Sue Filipovich, Charley Althof, Karen Ament, Sandi Bates, Betty Belding, Kathy Carroll, Jerri Florio, Debbie Parisi

Excused: Harry Krause & Sharon Flask

Wes began the meeting reading his letter of resignation from the Board.

Sue read Article XI, Section 5 of the ByLaws: If a vacancy occurs in the office of President, the President-Elect shall automatically fill the vacancy for the unexpired term. If a vacancy occurs in the office of President- Elect, or Treasurer, the Board of Directors shall fill such vacancy by appointment from its own Membership of the Board of Directors for the unexpired term. A vacancy shall exist when such Officer dies, resigns, is suspended or expelled from the Youngstown Columbian Association of REALTORS®. An Officer may be removed for just cause by the affirmative vote of two-thirds of the entire elected Membership of the Board of Directors present at a hearing for that purpose. Such Officer shall be given written notice of such hearing, together with the charges against him, and he shall have the right to be present at such hearing.

Maureen agreed to step into the Presidency for 2017.

Janice expressed interest to move up to the President-Elect position. It was properly moved and seconded to approve Janice Stevens as the 2017 President Elect. **MOTION CARRIED**

It was properly moved and seconded for nominations to fill the interim Treasurer position. A blind vote was taken, with majority voting for Charley Althof to serve as interim Treasurer for the 2017 year.

There being no further business, the meeting was adjourned at 3:30 PM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, January 19th, 2017

The meeting was called to order at 9:01 AM by President Maureen Cline.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Treasurer Charley Althof, Immediate Past-President Sue Filipovich, Affiliate Director Harry Krause, Karen Ament, Sandi Bates, Betty Belding, Sharon Flask, Jerri Florio, Attorney Bryan Ridder & Joe Kilgore from HD Davis

Guests Present: Sandy Naragon & Seth Task from ACAR

Excused: Kathy Carroll, John McCarthy, Debbie Parisi

It was properly moved and seconded to approve the agenda with no additions. **MOTION CARRIED.**

It was properly moved and seconded to approve the minutes of the December 15th, 2016 Board of Directors minutes & January 5th, 2017 minutes. **MOTION CARRIED.**

Sandy Naragon, the Executive Officer from Akron Cleveland Association of REALTORS® took a few minutes to speak and introduce Seth Task, from ACAR, who is running for 2018 Treasurer with OAR. Seth spent 10 minutes talking about how he began to get involved with his board and his vision for the future if he becomes Treasurer.

Joe Kilgore from HD Davis gave the financial report. He covered the year end totals, and went over the proposed budget.

The membership report was given by Treasurer Charley Althof. There are currently 538 REALTOR® members and 68 Affiliates. In December there were 545 REALTOR® members and 67 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of applicants: Donna Spurio of Keller Williams, Michaela Dalpra of Community First Real Estate, Tina Lucido & Joyce Ditosto of Burgan Real Estate, Eve Christopher with D'Amico Agency, Michelle Protopapa of Howard Hanna, & Katherine Shira of Northwood Realty Services. **MOTION CARRIED.**

It was properly moved & seconded to approve the new Broker, Caroline Angelilli with Valley Elite Realty. **MOTION CARRIED.**

Committee reports were filed as follows:

Budget & Finance Committee:

It was properly moved and seconded to approve the proposed budget for 2017. **MOTION CARRIED**

CRIS:

Julie provided the minutes from the December meeting, pointing out that it was approved by CRIS for BCAAR members to be a part of the MLS under YCAR as per our service agreement with them. She also mentioned that the CRIS meeting for Monday the 23rd has been cancelled.

Installation Committee:

Maureen Cline and others commented briefly on the success of the Installation dinner.

Leadership Retreat:

Maureen has finalized the date for the Leadership Retreat that will be in February. Details will be sent in a "save-the-date" soon.

There was no old business to attend to today.

Board members reviewed and signed the Board member Code of Ethics.

Julie summarized a Professional Standards case and presented the Findings of Fact from the hearing on December 7th, 2016. It was properly moved and seconded to adopt the decision of the hearing panel in the Findings of Fact. **MOTION CARRIED**

Maureen, Sue, Janice, Jerri & Julie commented on some highlights from the OAR Winter Convention.

Bryan Ridder updated the board on the lack of response from the board insurance company. He recommends we seek our board insurance through another company. Julie will call and get quotes for different plans over the next few days.

Bryan Ridder & Maureen gave an update on the investigation.

There being no further business, the meeting was adjourned at 10:17 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, February 16th, 2017

The meeting was called to order at 9:01 AM by President Maureen Cline.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Treasurer Charley Althof, Immediate Past-President Sue Filipovich, Affiliate Director Harry Krause, Karen Ament, Kathy Carroll, Sharon Flask, Jerri Florio, John McCarthy, Debbie Parisi, Attorney Bryan Ridder
Excused: Sandi Bates & Betty Belding

It was properly moved and seconded to approve the agenda with no additions. **MOTION CARRIED.**

It was properly moved and seconded to approve the minutes of the January 21st, 2017 Board of Directors minutes. **MOTION CARRIED.**

Charley Althof gave the financial report. He reviewed the billing proposal from HD Davis for the 2017 year. It was properly moved and seconded to approve the contract for the 2017 year. **MOTION CARRIED**

Charley review the balance summary and profit & loss for the month of January. A question was raised of the value of the Computer Equipment and the Furniture & Fixtures listed under our assets. Julie will ask the accountant.

There are 6 outstanding invoices from 2015 that were reviewed today. Record of payment has not been found for these invoices. A letter and invoice was mailed in November 2016 to each individual. It was properly moved and seconded for a follow-up phone call to be made, and if not collectable, to be written off. **MOTION CARRIED**

Charley reviewed the membership report. There are currently 538 REALTOR® members and 68 Affiliates. In January there were 538 REALTOR® members and 67 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of applicants: Megan Martini, Zid Realty; Roger Parson, Real Livings Brokers; Ronald Martino, Klacik Real Estate; Joy Bately, Real Living Volpini Realty Group; Kaitlyn Speck, Re/Max Valley Real Estate; Ann Bullen, Century 21 Lakeside Realty; Jill Egolf, Howard Hanna Poland. **MOTION CARRIED.**

Charley summarized the Annual Dues collections. Payments to NAR, OAR & RPAC have been completed. Two REALTOR members have not paid nor responded to multiple attempted communications requesting payment: Jamie Figley Blythe, The Appraisal House & Billie Jo Schumacher, Howard Hanna (Poland). It was properly moved and seconded to call both members again and suspend membership services until payment is received. **MOTION CARRIED** Upon Notification of suspension, Billie Jo Schumacher paid her dues over the phone. Upon notification of suspension, Jamie Figley Blythe said she is not able to stay with the board this year due to her schedule with the military.

A request was made to possibly refund Carole Sharkey's dues, since she passed away just after her dues were paid. It was properly moved and seconded for a refund if the family requests a refund. If there is no request and the funds are available at the end of 2017, then a donation will be made in Carole Sharkey's name to RPAC.
MOTION CARRIED

Committee reports were filed as follows:

CRIS: Janice went over the discussion from the CRIS Strategic Planning meeting in January. CRIS wants to improve the communication & decision making with CRIS, the education and training of the MLS, and is pursuing a possible merge of MLS & Lockbox groups.

Leadership Retreat: Maureen Cline gave out the books for the Leadership Retreat & explained how to take the assessment in preparation for the retreat next Thursday.

RPAC Committee: Jerri Florio shared about the upcoming Meet & Greet Monday, March 27th, 2017 at Rachel's Restaurant.

Habitat for Humanity: Sue shared that a family has been chosen for the Habitat House and the location will be the lot on Erskine Ave in Boardman. Also the Habitat Reverse Raffle is Thursday April 27th at the Embassy. Tickets are on sale and we are looking for sponsors and donations.

The board members that were absent last month signed the Board member Code of Ethics.

Supra User Master Training is being offered in March. The board voted in 2016 to cross train employees. Nick can be registered and trained, and the board would have to cover his flight and hotel costs, costs totaling about \$1,000. It was properly moved and seconded to approve to cover these expenses to send Nick to Oregon March 7-10 for the User Master Training. **MOTION CARRIED**

AE Supra Forum: Julie was invited to attend the AE Supra Forum in March. All travel and attendance costs are covered by Supra. She will report to the board upon return about the Bluetooth Lockboxes & new active key options.

Professional Standards: a panel of five (5) Board members were chosen to serve for an Appeal Hearing in March. Annual Professional Standards Training is Friday March 31st, 2017.

REALTOR Property Resource Training from NAR will be Friday March 10th at 9:00 am at the Board.

Insurance Plan Proposal: the outstanding claim is making it difficult for us to get approval from other insurance carriers. The proposal has been tabled until next month.

We are looking to have a new website created that is more user friendly and interactive with the membership and we are looking for some programming and email updates for the staff computers. It was properly moved and seconded to create a task force assist in review the details and planning a final proposal for the board to review. **MOTION CARRIED**

Seven Seventeen Credit Union has offered to donate \$1,000 to the board for a scholarship. It was properly moved and seconded to keep our YSU scholarship offered from the board at \$1,000 and use the \$1,000 from 717 for a second college scholarship. **MOTION CARRIED**

The garage lease was updated by Bryan Ridder, our attorney. Mr. Johnson has signed the new lease for the 2017 year.

The board will invite Chris Reese to come to the March board meeting to share her campaign for Treasurer.

There being no further business, the meeting was adjourned at 10:31 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, March 16th, 2017

The meeting was called to order at 9:03 AM by President Maureen Cline.

Directors present: President Maureen Cline, Treasurer Charley Althof, Affiliate Director Harry Krause, Karen Ament, Sandi Bates, Betty Belding, Kathy Carroll, Sharon Flask, Jerri Florio, John McCarthy, Debbie Parisi, and Attorney Bryan Ridder.

Excused: President-Elect Janice Stevens, Immediate Past President Sue Filipovich

Guests Present: John Burgan, Mark Lysowski from Jenkins Sign Company & Chris Reese from Columbus REALTORS®

It was properly moved and seconded to approve the agenda with no additions. **MOTION CARRIED.**

It was properly moved and seconded to approve the minutes of the February 16th, 2017 Board of Directors minutes. **MOTION CARRIED.**

Chris Reese from Columbus REALTORS® took a few minutes to speak, as she is running for 2018 Treasurer with OAR. She shared her vision for the future if she becomes Treasurer.

Building Advisory Committee: John Burgan introduced Mark Lysowski, from Jenkins Sign Company. The sign proposed for the front of the building is \$1,350.00. It was properly moved and seconded to approve this amount for the new sign in front of the building. **MOTION CARRIED**

Charley Althof gave the financial report. He reviewed the YTD income and expenses and budgeted amounts.

Charley Althof reviewed the membership report. There are currently 537 REALTOR® members and 64 Affiliates. In February there were 538 REALTOR® members and 68 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of applicants: Alex Dahlberg, Burgan Real Estate; Jeremy Clark, Gallagher, Clark & Carney; Teresa Berick, Century 21 Lakeside Realty. **MOTION CARRIED.**

Committee reports were filed as follows:

CRIS: Debbie Parisi gave the report that CRIS has requested for the boards to select 2 REALTOR® Members to attend a training session at CRIS to teach MLS classes to any and all YCAR members. Charley was nominated as a possibility, and the board agreed to ask around for anyone interested.

RPAC Committee: Jerri Florio shared about the upcoming Meet & Greet Monday, March 27th. We will focus on issues directly related to Real Estate. It is not too late to sign up.

Habitat for Humanity: Karen Ament gave a quick update, and we are still selling tickets. Sponsor & donation forms were provided.

Purchase Agreement: John Burgan went over the 3 proposed changes to the current purchase agreement. It was properly moved and seconded to approve the change to page 1, section 2, line 13 with the following amendment: Keep “antenna, rotor and control unit” and add “wall mount bracket”. **MOTION CARRIED** It was properly moved and seconded to approve the change to page 4, section 2, line 184 from “Select one” to “Initial one”. **MOTION CARRIED** It was properly moved and seconded to approve the change to page 4, section 2, line 191, removal of “DATE ____ TIME ____”, with a recommendation that will be given from the board to the committee to change where the date and time are recorded on the contract. **MOTION CARRIED**

The insurance claim payment was finally received. Attorney Bryan Ridder gave a short update on the investigation.

The Findings of Fact from an Ethics Hearing in February were presented to the board. It was properly moved and seconded to accept the Findings of Fact from this hearing. **MOTION CARRIED**

Nick completed his Supra User Master Certification in Oregon last week. He can service the Supra needs of our members.

Julie Larson gave a report from her Supra Trip in Oregon. Our Supra Director and representative will be at the CRIS meeting in March with a proposal for CRIS MLS and the boards for a possible upgrade of lockboxes and keys.

REALTOR Property Resource has been successfully launched. Members should have received a username and password, or can create one if needed. CRIS will be integrating with RPR this month.

Karen Ament shared information regarding the upcoming Economic Forecast Breakfast sponsored by HBA.

Sandi Bates shared the OAR Strategic Plan with the board.

There being no further business, the meeting was adjourned at 10:34 AM.
Respectfully submitted,
Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, April 20th, 2017

The meeting was called to order at 9:00 AM by President Maureen Cline.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Treasurer Charley Althof, Past President Sue Filipovich, Affiliate Director Harry Krause, Karen Ament, Sandi Bates, Betty Belding, Kathy Carroll, Sharon Flask, Jerri Florio, John McCarthy, Debbie Parisi, and Attorney Bryan Ridder.

Also Present: Joe Kilgore, HD Davis CPAs & Patrick Burgan, Purchase Contract Chair

It was properly moved and seconded to approve the agenda with no additions. **MOTION CARRIED.**

It was properly moved and seconded to approve the minutes of March 16th, 2017 Board of Directors minutes. **MOTION CARRIED.**

Joe Kilgore of HD Davis gave the financial report. He first reviewed the depreciation amounts for our fixed assets. Then Joe covered the YTD income, expenses and budgeted amounts and comparisons.

Charley Althof reviewed the membership report. There are currently 537 REALTOR® members and 65 Affiliates. In March, there were 537 REALTOR® members and 64 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of applicants: James Jablonski, Zid Realty; Christine Reda, Klacik Real Estate; Andrea Fusco, Northwood Realty Boardman. **MOTION CARRIED.**

Committee reports were filed as follows:

CRIS: Debbie Parisi gave the report that CRIS has heard presentations from Supra & Sentrilock. We will be looking at the details and comparison over the next month with leadership. The new CRIS Dashboard has launched and agents have been able to successfully sign in. There is a first-time registration process to verify the login to the other sites from the CRIS dashboard. Paul Bevilacqua & Chris Roman have stepped up to be trained as CRIS MLS trainers for our board members.

RPAC Committee: Jerri Florio shared about the upcoming Bocce Tournament Saturday, May 20th. It is not too early to start signing up for teams. Non-Players are welcome to register to attend and cheer! Team sign-up forms were provided.

Habitat for Humanity: Sue gave a quick update, we have around 10 tickets left to sell! Any last-minute basket need to be brought into the board by Wednesday to be included on the Program.

Purchase Agreement: Patrick Burgan went over the final changes to the current purchase agreement. On page 1, section 2, line 13, the committee voted to keep “antenna, rotor and control unit” and added “wall mount bracket”. On page 4, section 2, line 191, the committee removed “DATE _____ TIME _____” and added “at _____ AM / PM” to the end of line 187 and “_____, 20____; _____ AM / PM” to the end of line 189. It was properly moved and seconded to approved the change where the date and time are recorded on the contract. **MOTION CARRIED**

Julie raised a question of old business in regard to a sign on the back of the building. It was approved by the board last summer to remove the signs prohibiting the carry of concealed firearms on YCAR property. The sign on the side of the building was removed, but the sign on the back of the building remains. Issues of liability were discussed and it was recommended to remove the sign on the back since we advocate for REALTOR® safety. It was properly moved and seconded to approved the removal of the sign by the back door that prohibits the carry of concealed firearms on the premises. **MOTION CARRIED**

The Professional Standards Coop Agreement with WABOR has been re-written. Bryan Ridder has reviewed and approved this agreement. It was properly moved and seconded to approved the Professional Standards Coop Agreement with WABOR.

Due to the NAR Legislative Conference in Mid-May, the next board meeting was moved to Thursday MAY 11th at 9:00 am.

There being no further business, the meeting was adjourned at 9:49 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, May 11th, 2017

The meeting was called to order at 9:05 AM.

Directors present: President Maureen Cline, Treasurer Charley Althof, Past President Sue Filipovich, Affiliate Director Harry Krause, Karen Ament, Sandi Bates, Betty Belding, Kathy Carroll, Sharon Flask, Jerri Florio, John McCarthy, Debbie Parisi, and Attorney Bryan Ridder.

Also Present: Joe Kilgore, HD Davis CPAs

Charley asked to add an update on the Good Funds Law and HUD Issues from the Legislative Conference. It was properly moved and seconded to approve the agenda with this one (1) addition. **MOTION CARRIED.**

It was properly moved and seconded to approve the minutes of the April 20th, 2017 Board of Directors minutes. **MOTION CARRIED.**

Joe Kilgore of HD Davis gave the financial report. He went through the YTD income, expenses and budgeted amounts and comparisons.

Charley Althof reviewed the membership report. There are currently 540 REALTOR® members and 62 Affiliates. In April, there were 537 REALTOR® members and 65 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of applicants: Mikayla Mistovich, Burgan Real Estate; Stacie Maston, Burgan Real Estate; Rachael Thomas, Burgan Real Estate; Rob Schwartz, Century 21 Lakeside Realty; and the transfer of Lenne Neiheisel from Keller Williams Chervenic to Real Living Volpini Group. **MOTION CARRIED.**

Committee reports were filed as follows:

Habitat for Humanity: Sue gave the report of the total money raised through the Habitat Reverse Raffle. Including a portion that was donated directly to Habitat, the total raised is \$13,706.15 from the Reverse Raffle Event.

REALTOR® Party Investment Committee: Jerri Florio first shared about their meeting with special guest, Sara Calo, representing NAR yesterday. The committee was updated on small steps we can take to change the culture and understanding within our membership in regard to RPAC which should now be referred to as REALTOR® Party Investment. She also talked about the upcoming Bocce Tournament Saturday, May 20th. You can turn in your team sign-ups today. Non-Players are welcome to register to attend and cheer! Team sign-up forms were provided.

Golf Committee: Team sign-up forms and sponsorship forms were provided to the Board of Directors. Anyone who would like to come and not play golf is welcome to volunteer to help.

Insurance quotes were thoroughly reviewed by the Budget & Finance Committee last month. The Budget and Finance committee recommends to the Board to change our Building & Liability Insurance to Philadelphia Insurance Companies, and to purchase a D&O and EPLI Insurance plan through Philadelphia Insurance Companies as well. It was properly moved and seconded to approve the binding of the Building & Liability, D&O and EPLI insurance plans with Philadelphia Insurance Companies. **MOTION CARRIED**

Scholarship Applications have been collected. The applications specific to YSU will be mailed to YSU. YSU will then review the applications, select a recipient, and disburse the \$1,000 scholarship to the applicant's

Tuition directly from the Youngstown Columbian Association of REALTORS® Endowment Fund. The remaining applications for the general College Scholarship need to be reviewed by an appointed Scholarship Task Force. Maureen Cline, Sue Filipovich and Sharon Flask volunteered to serve on this Task Force to review the applications and interview the applicants. The money will be disbursed from the 717 Credit Union's generous donation directly to the college of the recipient.

We have \$2,600 budgeted to cover up to \$50 a week for a cleaning service. Recommendations for a reputable and reliable cleaning person are welcome.

Charley Althof gave a very thorough report from the Good Funds Law Session and HUD session that he and the other Directors attended at Legislative Conference. A few key points he mentioned: Brokers are not limited to the \$1,000 limit requiring wired funds to Title Companies. Brokers can write checks for more than \$1,000. Legislation is currently pending to increase that \$1,000 limit for checks to \$10,000. If this Legislation passes, certified checks and cash up to \$10,000 will be accepted for closing. Amounts over \$10,000 would still require a wire transfer. It was also impressed upon the members in this meeting to educate their offices and clients on growing reports of cyber fraud involving escrow funds and closing costs. It is highly recommended that all brokerages download the Cyber Fraud Form provided by NAR to provide to their agents. Agents should have clients read the statements and sign the form releasing the liability of the Real Estate Agent should cyber fraud become an issue as a result of or within the closing transaction. Finally, Charley touched on some changes to HUD regulations that Toledo has implemented in hopes that we would see these as examples of changes we would not like to see in Youngstown. These changes have created more issues and problems for the city of Toledo.

There being no further business, the meeting was adjourned at 9:59 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, June 22nd, 2017

The meeting was called to order at 9:01 AM.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Treasurer Charley Althof, Affiliate Director Harry Krause, Karen Ament, Betty Belding, Kathy Carroll, Jerri Florio, John McCarthy, Debbie Parisi, and Attorney Bryan Ridder.

It was properly moved and seconded to approve the minutes of the May 11th, 2017 Board of Directors minutes. **MOTION CARRIED.**

The financials were reviewed, covering the YTD income and expenses.

The membership report was reviewed. There are currently 549 REALTOR® members and 63 Affiliates. In May, there were 540 REALTOR® members and 62 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of applicants: Scott Heffelfinger, Burgan Real Estate; Dan Berdella, Real Living Brokers; Sandie McCreery, Century 21 Lakeside; Dani DeAngelo, Burgan Real Estate; Sherrie Maroscher, Keller Williams; David Kahnt, Northwood Realty; Zachery Wells, Realty Home Pride; Nicole Garcia, Keller Williams; Sarah Searcy, Northwood Realty. **MOTION CARRIED.**

Committee reports were filed as follows:

CRIS: no updates, the minutes were provided

Golf Committee: There are still team spots and sponsorships available. Golf Outing is Friday, July 7th, 2017.

Habitat for Humanity: The wall raising is tentatively scheduled for July 12th. The build days are noted on the calendar. Contact the board for information on how to sign up.

REALTOR® Party Investment Committee: There is a combined Legislative & RPAC meeting tomorrow morning at 10:00 am. The Board of Directors are invited to participate. Carrie Arblaster, Director of RPAC Development/My REALTOR Party will be a guest speaker.

Scholarship Task Force: A recipient has been chosen to receive the 717 scholarship that is coming from the board. The check will be given directly to the recipient's school.

Technology & Information Task Force: The computer hardware at the board is 5-7 years old and there are some functional and compatibility issues. The task force has recommended a budget of \$4,500 to cover the cost of new computer equipment. It was properly moved, and seconded to approve using the \$1,500 from the Operations budget and requesting \$3,000 from the cash value of the main investment account with Stifel Nicolaus to upgrade the computer hardware for the association staff. **MOTION CARRIED.**

Ohio REALTORS® Distinguished Service Award nominations are due by August 4th. The board will send nomination forms to the membership for submissions.

Details of the Youngstown Columbiana Association of REALTORS® Endowment Fund at YSU for annual scholarships of \$1,000. There is \$9,431 remaining in this fund, which is not enough for the fund to remain full-endowed. More information will be given at the July meeting for a decision to be made about the future of this fund.

A new REALTOR® member has not been able to complete the new member orientation as mandated in the association Bylaws and policies. A motion was made to allow two evening new member orientations per calendar year to accommodate REALTOR® members who may not be able to attend a morning orientation. No second was given for the motion. **MOTION FAILED.**

Beaver Creek Area Association of REALTORS® has inquired if their association can adopt the YCAR/WABOR purchase contract as their own and include their name in the title. Possible legal issues were discussed and no motion was made for approval.

Concerns were raised regarding video security systems that are in place and recording live during home showings without knowledge of the potential buyers. There is currently no requirement for this to be disclosed on the MLS listings.

There being no further business, the meeting was adjourned at 10:09 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, July 20th, 2017

The meeting was called to order at 9:01 AM.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Treasurer Charley Althof, Karen Ament, Sandi Bates, Betty Belding, Kathy Carroll, Sharon Flask, John McCarthy, Debbie Parisi, and Attorney Bryan Ridder. Excused: Jerri Florio & Harry Krause

Karen Jackson with Supra came to explain the Supra proposal and answer any questions the board may have. It was properly moved and seconded for the board to move forward with the Supra upgrade; for the CRIS Directors vote for the iBox BT LE and XpressKEY at the CRIS MLS Meeting. **MOTION CARRIED**

It was properly moved and seconded to approve the minutes of the June 22nd, 2017 Board of Directors minutes. **MOTION CARRIED.**

The financials were reviewed, covering the YTD income and expenses.

The membership report was reviewed. There are currently 556 REALTOR® members and 64 Affiliates. In June, there were 549 REALTOR® members and 63 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of applicants: Ian Kidd, Century 21 Lakeside; Priscilla Garcia, Klacik Real Estate; Erica Winner-Sauceman, Zid Realty; Damaskos Fotou, Keller Williams Chervenic; Rose Kornack, Burgan Real Estate; Rebecca Forney, Mayo & Associates; Susan Patterson, Evenbay Real Estate; Jane Hassay, Evenbay Real Estate. **MOTION CARRIED.**

Committee reports were filed as follows:

Golf Committee: The Golf Outing was Friday, July 7th, 2017 and was very successful. The summary of the event expenses and income were provided.

Habitat for Humanity: The wall was raised July 12th. The build days were noted on the provided calendar and whom has sign up so far. Wednesday August 30th is scheduled for the Board of Directors to build.

REALTOR® Party Investment Committee: The Committee has begun to plan the RPAC Auction at the General Membership meeting. The theme is “Let’s Monopolize RPAC”. The Board of Directors have been asked to bring in an alcoholic beverage to be included in the door prize for the auction. The minutes with the details were provided.

Trade Fair Committee: The Trade Fair is scheduled for Thursday October 5th. The theme is “Game Night”. The committee is going to try to provide a CE class for the REALTORS® this year. The minutes with the details were provided.

Ohio REALTORS® Distinguished Service Award nomination(s) have been received. It was properly moved and seconded to approve the nomination for Jerri Florio for the 2017 Ohio REALTORS® Distinguished Service Award. **MOTION CARRIED**

Ohio REALTORS® Excellence in Community Service nomination(s) have been received. It was properly moved and seconded to approve the nomination for John Burgan for the 2017 Ohio REALTORS® Excellence in Community Service Award. **MOTION CARRIED**

Ohio REALTORS® Tomorrow’s Leaders Today nomination(s) have been received. It was properly moved and seconded to approve the nomination for Dennis Gonatas for the 2017 Ohio REALTORS® Tomorrow’s Leaders Today Award. **MOTION CARRIED**

The proposed Slate of Directors was provided, with a correction to be made. We are still looking for an Affiliate Director for 2018. William Dawes of Fairway Independent Mortgage and Bobby Hamilton of Bloodhound Home Inspection were suggested to be asked.

There being no further business, the meeting was adjourned at 10:17 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Special Meeting
Wednesday, August 9th, 2017

The meeting was called to order at 11:01 AM.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Karen Ament, Betty Belding, Kathy Carroll, Sharon Flask, Jerri Florio, John McCarthy, Debbie Parisi, Affiliate Director Harry Krause

Excused: Charley Althof, Sandi Bates, Sue Filipovich, Attorney Bryan Ridder

The Board of Directors is recommending an amendment to Article XI, Section 5, Vacancies of Officers, specifically if a vacancy occurs in the office of the President of the Association. The Board of Directors would like to propose to membership if a vacancy occurs in the office of the President, the Board of Directors shall fill such vacancy by appointing an interim President for the unexpired term whom shall be chosen from Past Presidents of the YCAR board. It was properly moved and seconded for legal counsel to be sought for the appropriate language to be written in the Bylaws and for this recommended change to be put before the membership at the General Membership Meeting in September 2017. **MOTION CARRIED**

It was properly moved and seconded to approve the 2018 Proposed Slate of Directors (Exhibit 1) with the President-Elect and Treasurer nominees to swap positions, keeping the Affiliate and other Directors listed for the Proposed Slate of Directors to the membership. **MOTION CARRIED**.

The Board would like to add more detailed questions to future scholarship applications & eligibility requirements. It was properly moved and seconded for a request to be made to YSU of whom received the YSU scholarship and to vote for the college scholarship recipient from the remaining applications. **MOTION CARRIED**.

The Equal Opportunity Committee has recommended Funmi Olarewaju as the chosen nominee for the Dick Alt Fair Housing Award for 2017. It was properly moved and seconded to approve Funmi Olarewaju to be the recipient of the Dick Alt Fair Housing Award for 2017. **MOTION CARRIED**

There being no further business, the meeting was adjourned at 12:02 PM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, August 17th, 2017

The meeting was called to order at 9:01 AM.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Past President Sue Filipovich, Karen Ament, Sandi Bates, Betty Belding, Kathy Carroll, Sharon Flask, Jerri Florio, John McCarthy, Debbie Parisi, Affiliate Director Harry Krause, and Attorney Bryan Ridder.

Excused: Charley Althof

It was properly moved and seconded to approve the minutes of the July 20th & August 9th, 2017 Board of Directors minutes. **MOTION CARRIED.** (Exhibit A & B)

The financials were reviewed, covering the YTD income and expenses. A breakdown of travel expenses for each designated traveler will be provided to the Board of Directors to review. (Exhibit C)

The membership report was reviewed. There are currently 561 REALTOR® members and 65 Affiliates. In July, there were 556 REALTOR® members and 64 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of applicants: Renee Marshburn, Northwood Realty; Tiffany Mayorga, Century 21 Lakeside; Stacy Sheetz, Keller Williams Chervenic; Denean Ondash, Northwood Realty Services; John Grahovic, Klacik Real Estate; David Ronyak, Northwood Realty Services. **MOTION CARRIED.** (Exhibit D)

Committee reports were filed as follows:

Building Advisory Committee: The committee has reviewed numerous roof proposals over the past year. The committee recommends the Absolute Roof Solutions Proposal with Insulation to the Board of Directors for approval. It was properly moved and seconded to approve accepting the Absolute Roof Solutions Proposal with Insulation to replace the garage roof. **MOTION CARRIED** (Exhibit E)

The committee will give notice in writing to the tenant regarding the removal of the long metal piece and the unlicensed cars.

The committee will give notice to the backyard neighbor regarding the parking of his vehicles in our parking lot.

Habitat for Humanity: EvenBay Real Estate is signed up to build on July 19th. Wednesday August 30th is scheduled for the Board of Directors to build. There are dates available for sign-up in September and October as well. The board will continue to post progress photos and request sign-ups from the membership.

REALTOR® Party Investment Committee: The Committee is seeking sponsors and auction donations. Registration is open for the RPAC Auction at the General Membership meeting. The theme is “Let’s Monopolize RPAC”. The Board of Directors have been asked to bring in an alcoholic beverage to be included in the door prize for the auction, and to sell/purchase the Capitol Club Raffle tickets. The minutes with the letters, registration and sponsorship forms have been provided. (Exhibit F)

Trade Fair Committee: The Trade Fair is scheduled for Thursday October 5th. The theme is “Game Night”. William Dawes with Fairway Independent Mortgage will provide a CE class for the REALTORS® this year. The minutes with the Vendor Letter and Vendor Registrations have been provided. (Exhibit G)

It was properly moved and seconded to approve the Proposed Amendment to the Bylaws Article XI, Section 5 “Vacancies of Officers” to be voted on at General Membership. **MOTION CARRIED** (Exhibit H)

There are 4 remaining applications for the \$1,000 college scholarship. It was properly moved and seconded to approve awarding \$250 to be paid directly to the school for each of the 4 remaining scholarship applicants; Lena Angelilli, Chloe Tentler, Alexa Bodine, & Lexi Rager. **MOTION CARRIED** (Exhibit I)

It was properly moved and seconded to approve an amendment to the Policy Manual Section 6.2 “Designated Travelers Required Meetings”, number 2) NAR Washington Legislative Meeting in May – to be changed that the Legislative Chairman is the only designated traveler for this meeting to be covered for three (3) days attendance to the conference. **MOTION CARRIED** (Exhibit J)

The Board of Directors is not interested in receiving more information on the Asirvia GO Mobile Marketing Technology.

It was properly moved and seconded to approve paying the outstanding balance on the Finet Credit machine with a cover letter. **MOTION CARRIED** (Exhibit K)

The unclaimed funds we have at this time is the final paycheck dated July 2016 for Jessica Perry that she never picked up from this office. It was properly moved and seconded to approve re-issuing the final paycheck of Jessica Perry with a cover letter from the Board Attorney and mailing it to her attorney's office for her. **MOTION CARRIED**

Ohio REALTORS® has issued the 2018 Proposed Operating Budget to include a \$20 dues increase. It was properly moved and seconded for the board to approve the OAR Directors to vote against the 2018 Proposed Operating Budget, opposing the \$20 dues increase. **MOTION CARRIED** (Exhibit L)

Congratulations to Jerri Florio for being selected to receive the Ohio REALTORS® Distinguished Service Award! She will no longer have to pay OAR dues and will be given a special award at the Ohio REALTORS® convention.

A motion was made to increase the travel daily food allowance by \$50.00 for designated travelers. It was properly moved and seconded to approve the daily food allowance increase from \$50.00 to \$100.00 per day. **MOTION CARRIED**.

There being no further business, the meeting was adjourned at 10:21 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, November 16th, 2017

The meeting was called to order at 9:05 AM.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Treasurer Charley Althof, Past President Sue Filipovich, Sandi Bates, Betty Belding, Kathy Carroll, Sharon Flask, Jerri Florio, John McCarthy, Affiliate Director Harry Krause, and Attorney Bryan Ridder.

Excused: Karen Ament & Debbie Parisi

Also present: Joe Kilgore, HD Davis CPAs, LLC.

It was properly moved and seconded to approve the following additions to the Open Discussion of the agenda: OAR and NAR Convention reports & Building Advisory Committee update. **MOTION CARRIED.**

It was properly moved and seconded to approve the minutes of the August 17th, 2017 Board of Directors minutes. **MOTION CARRIED.** (Exhibit A)

The financials were reviewed, covering the Annual Review, Form 990 & the YTD income and expenses. (Exhibit B)

The membership report was reviewed. There are currently 564 REALTOR® members and 65 Affiliates. In August, there were 561 REALTOR® members and 65 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of Realtor applicants: Anthony Tarantino, Burgan Real Estate; Jessica Castillo, Northwood Realty; Joan Madej, Century 21 Lakeside; Adam Boyarko, NextHome Go 30 Realty; Autumn Feo, Baer Auctioneers Realty; Mina Harmon, Keller Williams Chervenic; Steve Carter, Image Realty; Bruno Spotleson, Keller Williams Chervenic; Robert Becker, Agency Real Estate; Danny Duvall, REMAX Valley Real Estate; Rosanna Zarzycki, Howard Hanna Poland; Don Wood, Century 21 Lakeside; Petrina Antonucci, Mayo & Associates. **MOTION CARRIED.** It was properly moved and seconded to approve the Provisional Membership of Brokerage applicants: Buyers Only Realty, Williams Coates; & Image Realty, Steven Carter. **MOTION CARRIED** (Exhibit C)

It was properly moved and seconded to approve terminating YCAR membership of Ronald Martino for not completing the required steps for membership within the 90-day period. (Exhibit D) **MOTION CARRIED**

Committee reports were filed as follows:

CRIS/MLS: Julie Larson

Information about the possible consolidation of CRIS MLS & NORMLS was provided to the board. The directors have some concerns on the proposed bylaws. More information will be requested before making a decision. (Exhibit E)

Budget & Finance Committee: Charley Althof

The committee minutes were discussed and filed as is. (Exhibit F)

Investment Committee: Maureen Cline

The committee minutes were discussed and filed as is. (Exhibit G)

RPAC/Legislative Committee: Jerri Florio

The Committee minutes were discussed and filed as is. (Exhibit H)

Trade Fair Committee: Julie Larson

The Trade Fair was successful again this year. The total Income & Expenses of the event were reviewed and filed. (Exhibit I)

Installation Committee: Janice Stevens

The 108th Installation is scheduled for January 13th, 2018 at the Immaculate Heart of Mary Parish Center at 6:00 PM. The committee minutes were discussed and filed as is. (Exhibit J).

There was no old business to discuss today.

It was properly moved and seconded to approve the board reimbursing Betty Belding for meals and convention registrations for 2018 as she will serve as our 5th OAR Director for 2018. **MOTION CARRIED**

OAR & NAR Travelers reported on the OAR Convention activities and board decisions and the NAR convention activities. NAR board decisions will be discussed at the December meeting.

Building Advisory Committee has completed quotes for the window replacement and will bring a report to the December meeting. The Building Advisory committee would like to look into updating the YCAR bathrooms next. Please refer any vendor/affiliate names for a bathroom remodel to Julie Larson or John Burgan.

There being no further business, the meeting was adjourned at 10:46 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer

Board of Directors Meeting
Thursday, December 21st, 2017

The meeting was called to order at 9:04 AM.

Directors present: President Maureen Cline, President-Elect Janice Stevens, Treasurer Charley Althof, Past President Sue Filipovich, Karen Ament, Sandi Bates, Betty Belding, Kathy Carroll, Jerri Florio, John McCarthy, Debbie Parisi, and Attorney Bryan Ridder.

Excused: Sharon Flask, & Affiliate Director Harry Krause

Also present: Joe Kilgore, HD Davis CPAs, LLC, Patrick Burgan, Lisa DeLisio, Mandie Dillon, Dennis Gonatas, Jay Warnock, & John Burgan

It was properly moved and seconded to approve the agenda with no additions. **MOTION CARRIED.**

It was properly moved and seconded to approve the minutes of the November 16th, 2017 Board of Directors minutes. **MOTION CARRIED.** (Exhibit A)

The financials were reviewed, covering the YTD income and expenses. (Exhibit B)

The membership report was reviewed. There are currently 562 REALTOR® members and 64 Affiliates. In November, there were 564 REALTOR® members and 65 Affiliates. It was properly moved and seconded to approve the Provisional REALTOR® membership of Realtor applicants: Elaine Donofrio, Real Living Volpini; Kyle Knecht, Northwood Realty Services; Tyler Lyons, Realty Home Pride. **MOTION CARRIED.** It was properly moved and seconded to approve the Provisional Membership of Brokerage applicants: RAL Realty & Management, Richard Lippiatt. **MOTION CARRIED** (Exhibit C)

Committee reports were filed as follows:

CRIS/MLS: Debbie Parisi

The committee minutes were discussed and filed as is. (Exhibit D)

Budget & Finance Committee: Charley Althof

The committee minutes were discussed and filed as is. It was properly moved and seconded to approve the Proposed Budget for 2018. **MOTION CARRIED** (Exhibit E)

Building Advisory Committee: John Burgan

The committee minutes were discussed and filed as is. It was properly moved and seconded to approve the Window World proposal for new windows. **MOTION CARRIED** (Exhibit F)

Bylaws & Policy Committee: Charley Althof

The committee minutes were discussed and filed as is. It was properly moved and seconded to approve the proposed changes to the YCAR Policy Manual. **MOTION CARRIED** (Exhibit G)

Installation Committee: Janice Stevens

The committee minutes were discussed and filed as is. (Exhibit H)

Personnel Committee: Maureen Cline

The committee minutes were discussed and filed as is. It was properly moved and seconded to approve HD Davis Accounting Services for 2018. **MOTION CARRIED** It was properly moved and seconded to approve Attorney Bryan Ridder's services for 2018. **MOTION CARRIED** It was properly moved and seconded to approve 2% COLA employee raises based on the 10 Step Pay Scale for 2018. **MOTION CARRIED** It was properly moved and seconded to approve increasing the Executive Assistant hours to a maximum of 30 hours per week for 2018. **MOTION CARRIED** (Exhibit I).

Safety & Security Committee:

The committee minutes were discussed and filed as is with no motion made. (Exhibit J)

The CRIS MLS/NORMLS Consolidation proposed Bylaws have updated changes and a decision was tabled until further review by Attorney Bryan Ridder.

There being no further business, the meeting was adjourned at 10:31 AM.

Respectfully submitted,

Julie Larson, Chief Executive Officer