

Minutes

CAAR Board of Directors
Wednesday, January 30, 2019
CAAR Office

Roll Call Present: Tele Jenifer (President), Tom Woolfolk (President-Elect), Quinton Beckham (Treasurer), Rives Bailey, Anne Burroughs, Rachel Burns, Pam Dent (via GoToMeeting), Peg Gilliland, Mary Katherine King, Aaron Manis, Kathy Markwood, Tom Pace, and Keith Smith. **Excused:** Arleen Yobs (Past President)
Staff: Anne Gardner, Ali DiGuardo, Abby Tammen, and Neil Williamson.

Welcome and Call to Order – President Jenifer called the meeting to order at 9:00 a.m.

Approval of Consent Agenda - A **MOTION** was **MADE, SECONDED** and **APPROVED with one Abstention** to adopt the Consent Agenda, which included the Anti-Trust Statement, Volunteer Service Agreement, December meeting minutes, new members listed below, and Group meeting minutes.

New Members – Erin Bruce, Nest Realty Group; Colleen Marshall, Long & Foster – Historic Downtown; Sharad Shah, Roy Wheeler Realty Co.–Ednam; Jill Cianchini, Long & Foster - Old Ivy; Gay Evans, Jamie White Real Estate; Anthony Girard, Long & Foster - Old Ivy; Peter Hof, Virginia Estates; Benjamin Holmes, Wintergreen Realty LLC.; Thacher Jennings, Core Real Estate, LLC; William Macfarlane, Long & Foster - Old Ivy; Christine Singhass, United Real Estate Premier; Christopher Sutton, Core Real Estate, LLC; Heping Zheng, Real Estate III - North

Treasurer's Report – Treasurer Beckham presented the 2018 November financials for review. A **MOTION** was **MADE, SECONDED**, and **APPROVED** to accept the November financials as presented.

President's Report – President Jenifer noted that she recently attended the Blue Ridge Home Builder's Association (BRHBA) Installation Banquet and noted that BRHBA is interested in partnering more with CAAR in 2019.

Strategic Discussion - The Board went into Executive Session until 10:05 a.m.

New Business and Reports –

Charlottesville Area Alliance – Ms. Dent noted that the Alliance was waiting to review recent survey results before finalizing their action plan for 2019. She will be attending the March meeting to learn more.

Commercial Council – No report.

Communications – Mrs. Burroughs reminded the Board that Fri., Feb. 1st is the deadline to submit the Professional Honor Society application. We will host five AHIP Build Days in 2019. Please take the handouts provided at your seat about the dates and share them with colleagues to encourage attendance. CAAR also encourages you to participate in the Virginia REALTORS® recent Call to Action campaign on healthcare insurance legislation.

Emerging Technology – No report.

MLS – No report.

Operations – Mr. Pace noted that the building renovation timeline is currently on track for completion in early August. We anticipate that the draft of the Policies and Procedures as well as the accompanying appendices will be available for review and approval at the February Operations Group and Board meetings. Implementation of the New Member Onboarding activities will begin in Q2.

Professional Development – Mrs. King encouraged everyone to add the 2019 General Membership Meeting schedule to their calendars referencing the handout provided at your seats. As a reminder, staff will pre-register Board members for all events.

Public Affairs – Mr. Manis noted that the recent meeting discussions focused on the “Homestay issue” happening in Albemarle County.

YPN – Mrs. Markwood reported that all YPN events will include a fundraising component and the next two events will take place on Wed., Feb. 20th featuring Neil Williamson of the Free Enterprise Forum and Mon., March 18th featuring a panel of local brokers including Board Member, Quinton Beckham.

CEO Report – Mrs. Gardner reviewed the Board’s travel reimbursement policy and encouraged everyone to attend the mandatory Professional Standards training offered at the Virginia REALTORS® Economic & Advocacy Summit or at the CAAR office. The Alexander Nicholson contract has not yet been signed; we anticipate the finalization of the document by the end of this week.

Mrs. Gardner asked Neil Williamson to present for approval to a change in the appointment of those volunteers serving on the Candidate Funding Project Team. The Board agreed by consensus that President Jenifer would appoint one Board member and that the Public Affairs Chair and Vice Chair would appoint seven members to round out the Project Team that will also include four association members. Mrs. King was appointed as the Board representative.

Mrs. Gardner encouraged Board members to attend the Blue Ridge Area Home Builders Association Economic Forecast Breakfast on Thurs., Feb. 28th. She will reserve at least one table for Board members.

It was noted the CAAR office will be closed on Thurs., Jan. 31st while Dominion Power relocates the electrical box as part of the building renovation project.

Future Business – President Jenifer asked the Board to present new topics for future Board discussion. The Board requested to review the current SUPRA Lockbox contract at the February meeting. Mrs. Gardner will provide an update at that time.

President Jenifer asked the group to be aware of the important meeting dates noted on the agenda.

Adjourn – President Jenifer adjourned the meeting at 10:29 a.m.

Respectfully Submitted, Anne Gardner, Secretary