

**MINUTES**  
**CAAR Board of Directors Meeting**  
**Wednesday, October 25, 2023**  
**Hillsdale Conference Center**

**Attendance**

Present: S. Lisa Herndon (President), Anne Burroughs (President-Elect), Josh White (Treasurer), Pam Dent (Immediate Past President), Rives Bailey, Keith Davis, Woody Fincham, Candice van der Linde, Georgia Lindsey, Sharon Merrick (remote), Kyle Olson, Jessica Russo, Errin Searcy, Amanda Spigone.  
Staff: Abby Tammen, Ali DiGuardo, Neil Williamson.

**Welcome and Call to Order**

President Herndon called the meeting to order at 9:03 a.m. The Board acknowledged the Antitrust Statement.

**Approval of Consent Agenda**

A **MOTION** was **MADE, SECONDED** and **APPROVED** to accept the consent agenda which included the September 27, 2023 and October 18, 2023 meeting minutes as well as new members (listed below).

**New Members**

9/22/2023-10/18/2023

Teresa Cason, The Hogan Group-Charlottesville; Rebecca Chab, Howard Hanna Roy Wheeler Realty; Ciara Collier, The Hogan Group-Charlottesville; Scott MacDonald, RE/MAX Gateway-Warrenton; Arnold Mosqueda, The Hogan Group-Charlottesville; John Walker, Long & Foster – Charlottesville.

**Treasurer's Report**

Treasurer White reviewed the August 2023 financial report. A **MOTION** was **MADE, SECONDED**, and **APPROVED** to accept the August 2023 financial report as presented.

**President's Report**

President Herndon requested the Board to support the REALTORS® Political Action Committee (RPAC) by asking another member to contribute and/or mention the importance of supporting RPAC at a future sales meeting.

President Herndon shared a broader advertising campaign, through Effectv live TV and streaming in the Greater Charlottesville area and Culpeper, would be kicking off soon. It would include the local "Value of a REALTOR®" and "Fair Housing" commercials, which are available in English and Spanish and includes closed captioning. While the CAAR advertising campaign is running, a Hillsdale Conference Center promotional commercial will also be running in conjunction. Mrs. Tammen will send an email to the Board with links to the commercials mentioned.

**Group Liaison Reports**

**Operations Group**

Appendix C

A **MOTION** was **MADE, SECONDED**, and unanimously **APPROVED** to accept Appendix C as amended.

Appendix D

A **MOTION** was **MADE, SECONDED**, and unanimously **APPROVED** to accept Appendix D with the understanding that the Project Team Chairs and Staff will update the formatting and governance structure references.

Appendix E

A **MOTION** was **MADE, SECONDED**, and unanimously **APPROVED** to accept Appendix E with the understanding that the Project Team Chairs and Staff will update the formatting and governance structure references.

Appendix H

A **MOTION** was **MADE, SECONDED**, and unanimously **APPROVED** to accept Appendix H as presented.

Appendix I

A **MOTION** was **MADE, SECONDED**, and unanimously **APPROVED** to accept Appendix I as amended.

Appendix J

A **MOTION** was **MADE, SECONDED**, and unanimously **APPROVED** to accept Appendix J with the understanding that the Project Team Chairs and Staff will update the formatting and governance structure references.

#### Appendix L

A **MOTION** was **MADE, SECONDED**, and unanimously **APPROVED** to accept Appendix L with the understanding that the Project Team Chairs and Staff will update the formatting and governance structure references.

#### Appendix M

A **MOTION** was **MADE, SECONDED**, and unanimously **APPROVED** to accept Appendix M as amended.

#### **MLS Rules & Reg Group**

**A MOTION was MADE, SECONDED, and APPROVED to accept the MLS Rules & Regulations document as amended.**

The group will be reviewing possible showing service options as well as the FOREWARN safety feature.

#### **Candidate Review Committee**

There are more candidates than positions available, which bodes well for an engaging election.

#### **Communications Group**

The Reviewr Project Team and the Website Redesign Project Team are in progress. The group will be working on a "REALTOR® in the Community" commercial, which will be funded by a Virginia REALTORS® \$2,500 Community Engagement Grant. Pictures and footage from the Habitat for Humanity of Greater Charlottesville build days, Salvation Amry support for the angel tree program and bell ringing, and other community activities with non-profits will be included in the commercial. The Blue Ridge Area Food Bank Shop to Stop Hunger event was successful. Anne Oliver, MLS Rules & Regs Chair, was the CAAR representative. 74,000 meals were produced for our neighbors in need.

#### **Diversity, Equity, & Inclusion Group**

Mr. Bailey encouraged the Board to watch the Bill Dedman "Fair Housing" presentation on the CAAR YouTube channel. He also encouraged the Board to complete the National Association of REALTORS® Fairhaven training as it is updated regularly.

#### **Professional Development**

The group is searching for a large venue to accommodate the Annual Development & Economic Summit & Expo next year.

#### **Public Affairs**

Pancakes & Politics is scheduled for December 11<sup>th</sup> at 7:30 a.m. at the Hillsdale Conference Center.

#### **Young Professionals Network (YPN)**

Mr. Bailey encouraged the Board to watch the Dr. Inker "Ageism" presentation on the CAAR YouTube channel. YPN will be launching their Salvation Army Angel Tree soon.

#### **CEO Report**

Mrs. Tammen informed the Board the November meeting will include big items to discuss and act on (e.g., 2024 budget, website redesign motion, etc.). She did confirm that Frank Podrebarac is no longer working for CAAR. Currently, she, Tiffany Vann, and Ali DiGuardo are covering the aspects of the position.

#### **Important Dates**

President Herndon highlighted upcoming events and important dates noted on the agenda.

#### **Next Board Meeting**

Wed., November 29, 2023, 9 – 10:30 a.m. at the Hillsdale Conference Center.

#### **Adjourn**

President Herndon adjourned the meeting at 10:25 a.m.

Respectfully Submitted, Abby Tammen, Secretary