

MINUTES
CAAR Board of Directors Meeting
Wednesday, December 13, 2023
Hillsdale Conference Center

Attendance

Present: Anne Burroughs (President-Elect), Josh White (President-Elect), Amanda Spigone (Treasurer) (remote), S. Lisa Herndon (Immediate Past President), Kim Armstrong, Keith Davis, Woody Fincham, Matthew Holt, Sharon Merrick, Janice O'Hara, Kyle Olson, Jessica Russo, Candice van der Linde, Kevin Wilberger. Staff: Abby Tammen, Ali DiGuardo, Neil Williamson.

Welcome, Introductions, and Call to Order

President Burroughs called the meeting to order at 9:01 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 November 28, 2023 meeting minutes.

Treasurer's Report

President-Elect White and Treasurer Spigone reviewed the October 2023 financial report. A **MOTION** was **MADE, SECONDED**, and **APPROVED** to accept the October 2023 financial report as presented.

President's Report

President Burroughs shared the feedback she received from the Dec. 6th L.E.A.D leadership training with Elizabeth Mendenhall.

President Burroughs acknowledged the vote currently taking place on the proposed changes to the Virginia REALTORS®' Articles of Incorporation. Based on the lack of transparency and inability to ask questions when the changes were first announced during the Virginia REALTORS® Leadership Training, many members do not support the proposed changes. The Board wishes to collect more information before acting on a communication to the membership. The Board requested a meeting with Virginia REALTORS® Board members Quinton Beckham and Donna Patton as well as Virginia REALTORS® CEO Terrie Suit and President Tom Campbell.

President Burroughs shared a contract is being worked on between CAAR and ShowingTime.

Board Action Items

- Electronic Signatures for Policy Manual Appendix A & B - Each Board member will need to review both documents and sign pages 2 – 5 of Appendix B.
- Join NAR's The Hub General Forum - Board members were encouraged to sign-up to receive notifications from the National Association of REALTORS® (NAR) Hub General Forum and HousingWire, a Virginia REALTORS® benefit.
- Complete Virginia REALTORS® Harassment Prevention Training by Tues., Jan. 23rd - This training is available through the Virginia REALTORS® Learning Center. It should be completed annually.
- Reivew 2024 Board Travel Policy -Questions should be directed to CEO Tammen.
- Staff will send 2024 meeting dates calendar invites - Calendar invitations may not include automatic registration, such as for a General Membership Meetings.
- Participate in Regional Leadership Training – Thurs., Jan. 18th - More information available soon. Carpooling is encouraged.

CEO Report

Mrs. Tammen mentioned the Executive Committee will be calling each Board member to ensure they understand the upcoming meeting content being presented and answer any questions.

Important Dates

President Burroughs highlighted upcoming and important dates noted on the agenda including office closures in December and January.

Next Board Meeting

Wed., January 24, 2024, 9 – 10:30 a.m. at the Hillsdale Conference Center. As a reminder, this meeting will include our MLS attorneys and a discussion on future sustainability strategies.

Adjourn

President Burroughs adjourned the meeting at 10:28 a.m.

Respectfully Submitted, Abby Tammen, Secretary