

Charlottesville Area Association of REALTORS®
Diversity & Inclusion Project Team
March 17, 2021 via webinar
Minutes

Members in Attendance: Roxanne Carter-Johnston (Chair), Ben Reeves (Vice Chair), Angus Arrington, S. Lisa Herndon, Janice O'Hara, Tom Woolfolk. Excused: Shannon Thomas. Unexcused: Zenas Choi, Garwin DeBerry. Staff: Abby Tammen.

Chair Carter-Johnston called the meeting to order at 2:04 p.m.

Approval of Minutes

The minutes from the February 19, 2021 meeting were accepted as presented.

Old Business

Project Team Next Steps

Staff noted that the Board approved the creation of the Diversity, Equity, and Inclusion (DEI) Council as submitted at the February Board meeting. We could wrap up the activities of the Project Team at this or a future meeting once we finalized the criteria for which to appoint the DEI Council in 2021 and beyond and discuss metrics for which we will define success of the DEI council activities and integration.

DEI Council Appointment Process

Chair Carter-Johnston asked for the Team's feedback on the information provided with the agenda to determine if any of the DEI examples from other REALTOR® Associations or other business sectors provided us a starting point for developing council appointment criteria. Team members noted that we should not make recommendations on the appointment process until we understood the demographics of the Association and the communities in the CAAR footprint. Staff provided CAAR membership demographics from the National Association of REALTORS® (NAR). Staff will obtain community demographics for the next meeting.

The Team requested an opportunity to talk further at a future meeting about how the DEI Council would engage with other groups within the Association. For instance, would the DEI Council have representation in each master group and project team; would they develop a toolkit for master groups and project teams to reference to ensure consideration of DEI topics; should the DEI Council be involved in the appointment of all master group and project teams? Additionally, they noted the development of a toolkit for Brokers would be important to the efforts of the DEI Council.

After significant discussion, the Team also requested the development of a mission and vision specifically for the DEI Council. Staff noted that all CAAR groups, teams, and councils support the overall association mission and vision and recommended that we paraphrase the development of the council's focus as goals to align with the structure of the overall association.

DEI Council Success Metrics

Discussion postponed to a future meeting.

Future Meetings

April 1, 2021 @ 10 a.m.

Tom Woolfolk tasked with reaching out to project team members who had not yet participated in our discussions to determine their continued involvement.

Topics to be addressed include:

- Outline the appointment process for service on the DEI Council
- Define metrics for success of CAAR's DEI initiatives

Adjourn

With no further business, the meeting adjourned at 3:24 p.m.

Respectfully submitted, Abby Tammen, Staff Liaison