

SouthEast Valley Regional Association of REALTORS®  
**Board of Directors Meeting Minutes**

**January 25, 2018**

1:00pm – 4:00pm

Board of Directors Room

1363 S. Vineyard Mesa, Arizona 85210

**I. CALL TO ORDER**

The meeting was called to order by President, Liz Harris at 1:00pm.

Pledge of Allegiance

**Present:** President, Liz Harris; President Elect, Shane Cook; Vice President, Duane Washkowiak; Past President, Craig Peck; Treasurer, Derek Anglin; Directors: Raphael Isaac, Victoria Lara, Kelly Soriano, Susan Hernandez, Dena Greenawalt, Tiffany Jones, Martha Fuller, Joan Krueger, Lee Worthington, Michelle Mazzola, Thomas Moore

**Staff:** CEO, Janet Kane; Director of Professional Development and Professional Standards Administrator, Tonya Deskins; Admin., Barney Thornton

**A quorum was present.**

**II. Conflict of Interest Policy and Confidentiality Statement**

**III. MEMBERSHIP FORUM**

2018 Director, Martha Fuller was installed by President, Liz Harris.

**IV. APPROVAL OF AGENDA** – The agenda was approved with the following changes: V. A-4 was moved to V. C.

**V. CONSENT AGENDA - Motion and second – Motion carried.**

A) Approval of Board Minutes – December 7, 2017

B) Approval of 2017 new SEVRAR members: Individual Affiliate Members - 11, Institute Affiliate – 0, Designated Appraisers - 0, Broker Primary 04, Member Affiliate Members – 1, Secondary Brokers – 4, MLS Only-0, Non Members – 0, REALTORS® - 164

C) Approval of 2018 New Committee Members

**VI. ACTION ITEMS**

A) **Motion:** To approve the November, 2017 Financials as presented for audit. **Motion carried.**

B) **Motion:** To approve the December, 2017 Financials as presented for audit. **Motion carried.**

C) **Motion:** To approve the proposed 2018 Designated Funds/Schedule of Net Assets as amended: Increase the amount of Designated "Operating Reserves and "Capital Repairs," for a total of 38% in Designated Funds. **Motion carried.**

D) **Motion:** To change the presentation dates of Goal C and E of the 2018 CEO Goals as indicated below:

C. A 1, 3 and 5 year Business Plans including an execution model for rental events on the Avion Center. Presentation of this to be by ~~Feb. March 31, 2018. BOD meeting-~~

E. Research Profit Center vs. Not for Profit Operations (LLC for Avion) of our future business. Analysis of structural configuration for optimal operation of both. Report to BOD by ~~April February~~ 2018 Board meeting. **Motion carried.**

E) **Motion:** To approve Victoria Lara to serve as Chair of the Critical Needs Review Group and all members that applied to serve on the committee. To prevent a conflict of interest, the CEO shall invite only those members NOT affiliated (same office) with an applicant to participate in the review of the funding request/application from that applicant. **Motion carried.**

F) **Motion:** To disburse the remaining total of \$8k, from the 2017 Charity Support, line item 6470-7200 in the amount of \$2,000 to the Boys and Girls Club, and \$6,000 to the Critical Needs Fund. **Motion carried.**

**VII. UPDATES**

- A) CEO Report – CEO, Janet Kane gave a CEO Report.
- B) ARMLS Report – Duane Washkowiak gave an ARMLS report.
- C) Critical Need Task Force – CEO, Janet Kane gave a Critical Needs Report.
- D) Committee Liaison Reports were made available.

**VIII. ANNOUNCEMENTS**

- A) House of Refuge Thank You letter
- B) Multi-Million Dollar Producer Awards deadline – February 9, 2018
- C) Office Closed – February 19, 2018 in observance of President’s Day
- D) Next Meeting – February 22, 2018
- E) AAR Spring Conference – March 20<sup>th</sup> through the 22<sup>nd</sup>
- F) 2018 Updated Calendars
- G) REALTOR® Trade Mission to Panama

**IX. NEW BUSINESS**

**X. PRESIDENT’S REMARKS**

**XI. EXECUTIVE SESSION**

**XII. ADJOURNMENT**

There being no further business to come before the Board the meeting adjourned at 2:38am

Submitted by,

CEO, Janet L. Kane, CAE, CIPS, RCE