

APPRAISERS

TERMS OF REFERENCE

CURRENT CHAIR

Casey Belli

CURRENT VICE CHAIR

Chris Lallier

DIRECTOR LIAISON

Nicole Harrison

STAFF LIAISON

Staci Linnabary

Matt Warren

ACCOUNTABILITY

The Appraiser Committee is accountable to the Board of Directors.

PURPOSE

- To monitor all appraisal issues and provide recommendations to the MLS Committee and to the Board of Directors. Enhance communication between the Appraisers and REALTOR® members.
- Advocate, educate, inform, and share the real estate valuation process.

RESPONSIBILITIES

To review, provide guidance and/or recommend the MLS Committee and to the Board, appraiser issues include but are not limited to:

- Represents the appraiser membership
- Communicates appraisal issues to general membership
- Assists the MLS regarding data needed to perform appraisals
- Conducts educational forums
- Enhance communication between the Appraisers and REALTOR® members.

CRITERIA

Member of Columbus Realtors® Appraiser committee recommends that the chair of this committee be an appraiser.

COMPOSITION

REALTOR® Members, Appraiser Members, Appraiser REALTOR® Members, Affiliate Members

VOTING

Roberts Rules

QUORUM

Members present

RESOURCES

Columbus REALTORS® bylaws

MEETING FREQUENCY

Every other month, unless otherwise needed.

BENEVOLENCE

TERMS OF REFERENCE

CURRENT CHAIR

Kathy Shiflet

CURRENT VICE CHAIR

Newton Burris

DIRECTOR LIAISON

STAFF LIAISON

Adeline Syring,
Stefani Wasmer

ACCOUNTABILITY

The Benevolence committee is accountable to the Foundation Board of Trustees, and subject to governance and procedures of the Columbus REALTORS® Board of Directors.

PURPOSE

To provide financial related assistance to the REALTOR® community, facing extreme circumstance or need (in order for the individual to continue working and contributing to the REALTOR® community).

RESPONSIBILITIES

- Provide oversight and guidance of the Benevolence Fund, to include review of received requests and determination of funding;
- Maintain complete confidentiality of the grantee, the amount of any assistance, and to whom the funding was paid;
- Be available on short notice to meet and make decisions as quickly as possible;
- Oversee the financial stability of the program and maintain/ update program policies & procedures.

CRITERIA

- Member of the Columbus REALTORS® with a record of significant involvement with the Foundation, or leadership or professional standards/ grievance committees of the Association;
- Have a basic understanding of Ohio nonprofit charitable law;
- Have knowledge skills and competency of governance process and issues;
- Willingness to solicit donations to the program;
- Commitment to confidentiality and impartiality.

COMPOSITION

- Comprised of nine voting Trustee members, serving staggered three-year terms, appointed by the current Benevolence Committee members;
- Chair self-elected by current members of the standing committee, subject to Foundation Board of Trustees approval.

VOTING

Business arising at any meeting of the committee shall be decided by a majority of voting members in attendance.

QUORUM

A majority of voting members shall constitute a quorum for the transaction of business at a meeting.

RESOURCES

Resources and support services provided through the Executive Administrator of the Foundation; as approved by the Foundation Board of Trustees.

MEETING FREQUENCY

At the call of the Chair; committee members subject to attendance policy.

BROKER ADVISORY COUNCIL

TERMS OF REFERENCE

CURRENT CHAIR

Ben Calhoon

CURRENT VICE CHAIR

Stephanie Masterson

DIRECTOR LIAISON

Ben Calhoon

STAFF LIAISON

Brent Swander

Kathy Elliott

ACCOUNTABILITY

Association Board of Directors, broker members of the Columbus REALTORS®

PURPOSE

- Provide the Association a broker perspective as to proposed policies, programs and services
- Assists in planning events designed for brokers such as forums and orientation sessions, and forwards recommendations on broker issues for consideration by the Columbus REALTORS® and/or MLS Board of Directors.
- Make the broker membership aware of the Council, its programs and purpose

RESPONSIBILITIES

The Broker Advisory Council shall designate one member each year, who shall not serve more than three consecutive years, to represent them as a voting member of the Association Board of Directors.

CRITERIA

Those eligible to serve on the Broker Advisory Council include principal brokers, managing brokers and Association Past Presidents who have active broker's licenses.

COMPOSITION

Principal brokers, managing brokers and Association Past Presidents

VOTING

Majority vote

QUORUM

Those in attendance

RESOURCES

Input provided by broker membership, Leadership, staff liaison, broker support from Ohio REALTORS® and National Association of REALTORS®, T360, Inman, similar sized REALTOR® associations.

MEETING FREQUENCY

Meets monthly or as needed

BUDGET, FINANCE & INVESTMENT

TERMS OF REFERENCE

CURRENT CHAIR

Kristy Daniel

CURRENT VICE CHAIR

Qiana Jones

DIRECTOR LIAISON

Kristy Daniel

STAFF LIAISON

Chris Page

ACCOUNTABILITY

BFI committee is accountable to The Board of Directors, Association's membership.

PURPOSE

To maintain the fiscal stability and long-term financial health of the Association and MLS

RESPONSIBILITIES

- Will review proposed operation & capital budgets to insure they are fiscally sound to support the goals and strategic plan for the Association and MLS.
- Review the investment accounts with our Investment Advisors as needed. To review the Investment Policy and its strategy to make sure it is up to date.
- Receive the annual draft audit and tax returns from our auditors (CPA firm.)
- Every four years do a Request for Proposal (RFP) to review auditing firms.

CRITERIA

Ability to understand financial statements and budgets. Any financial, investment or banking background is very helpful.

COMPOSITION

President, President Elect, Treasurer, Secretary, CEO, four members from Board of Directors (BOD) and three members of the Association's membership, that are not members of the BOD.

VOTING

Majority of committee members present

QUORUM

Committee members attending scheduled meeting

RESOURCES

NAR, American Society of Association Executives (ASAE), CPA auditing firm

MEETING FREQUENCY

Meetings are scheduled as needed. Normal year is 3 to 4 meetings.

BUILDER / REALTOR® NETWORK

TERMS OF REFERENCE

CURRENT CHAIRS

Kristin Collins
Kelly Rauch

CURRENT VICE CHAIRS

Emily Smith
Grace Groene

DIRECTOR LIAISON

Elia Hughes

STAFF LIAISON

Craig Hicks

ACCOUNTABILITY

To members who are interested in learning more about selling new construction. Any decisions that digress from regular meetings and bus tours, or that require financial resources must be approved by the Association Board of Directors.

PURPOSE

To build better working relationships between builders and REALTORS®. We do this through networking and education.

RESPONSIBILITIES

Provide programming on topics that educate members and builder representatives on the unique characteristics of the new build process and sale of new homes.

CRITERIA

Must be a member of Columbus REALTORS® or a central Ohio builder representative.

COMPOSITION

REALTORS®, affiliates, and builders

VOTING

- Decisions shall be by simple majority of votes of hearing panel members, except for the Alternate who does not have the right to vote.
- The Committee Chair shall also have a vote.

QUORUM

Simple majority of those present.

RESOURCES

Facebook page – BRAC- Columbus REALTORS®

MEETING FREQUENCY

Meetings take place from 10 to 11a on the second Wednesday of each month, unless there is a scheduling conflict. The committee does not meet every month, and typically hosts one to two bus tours each year. These tours usually run from noon to 6p.

COCIE GOVERNING BOARD

TERMS OF REFERENCE

CURRENT CHAIR

Randy Best

CURRENT VICE CHAIR

Shad Phipps

DIRECTOR LIAISON

Jackie Delay

STAFF LIAISON

Matt Warren

Brian Irwin

ACCOUNTABILITY

The COCIE Governing Board is accountable to:

- Commercial Advisory Board
- MLS Board of Directors
- COCIE members
- National Association of REALTORS®
- Members of the public

PURPOSE

The Central Ohio Commercial Information Exchange (“COCIE”) serves as an information exchange.

Participants who have been retained by sellers of commercial or industrial property to market those properties may submit information on those properties to the Exchange and Participants who have been retained by buyers of commercial or industrial property may submit information on the type(s) of property sought to the exchange. Any compensation agreements related to property included in the exchange compilation must be made on an individual basis outside the Exchange between the Participants involved.

A commercial information exchange is not an MLS. No offers of cooperation and compensation are communicated through filing information on a property with the COCIE.

RESPONSIBILITIES

The Governing Board is an advisory group overseeing the day-to-day activities of the COCIE.

CRITERIA

- Understanding of the Association, COCIE and commercial real estate profession.
- Knowledge, skills, and competency of COCIE process and issues.
- Availability for expected time commitment.

COMPOSITION

There shall be nine voting members of the COCIE Governing Board.

- (a) Chair: The MLS President shall appoint from among the current COCIE Board Members a Participant Principal of a REALTOR® Firm or Agent Subscriber employed or licensed with a REALTOR® Firm. The Chair shall serve a two-year term.
- (b) Three Board Members appointed by the voting Members of the COCIE Governing Board from three of the top ten REALTOR® Firms (defined as having the largest number of fee-paying Participant/Principals and Licensed Agent Subscribers) with the COCIE during the previous ‘business’ year (defined as one year beginning October 1 and ending September 30). Such Members shall serve three-year staggered terms. *(amended February)*
- (c) Five Board Members appointed by the voting Members of the COCIE Governing Board from five REALTOR® Firms that do not qualify as Voting Members of the Governing Board of Section 3.1.1.b) and shall serve three-year staggered terms.
- (d) One Non-REALTOR® Board Member representing a Non-REALTOR® Firm who is a licensed real estate agent or broker and who is either a Participant or Agent Subscriber of the COCIE. Such Member shall serve a three-year term and will be appointed by the voting Members of the COCIE Governing Board.

Non-Voting Members of the COCIE Governing Board shall include:

- (a) One Affiliate appointed to a one-year term by the MLS President.
- (b) One Member of the MLS Board of Directors appointed by the MLS President to serve a one-year term.
- (c) One Member from the Commercial Advisory Board appointed by the Chair of the Commercial Advisory Board to serve a one-year term.

COCIE GOVERNING BOARD

TERMS OF REFERENCE *(continued)*

CURRENT CHAIR

Randy Best

CURRENT VICE CHAIR

Shad Phipps

DIRECTOR LIAISON

Jackie Delay

STAFF LIAISON

Matt Warren

Brian Irwin

VOTING

A majority vote shall be required for passage of motions.

QUORUM

The quorum for the transaction of business at any regular or special meeting of the COCIE Governing Board shall consist of five Voting Members, which include the voting members present in person or by use of Authorized Communications Equipment if authorized for the meeting by the COCIE Governing Board.

RESOURCES

- COCIE Rules and Regulations
- MLS Bylaws
- MLS staff liaisons
- NAR CIE guidelines/policies

MEETING FREQUENCY

Meets monthly or as needed

COMMERCIAL MEMBER SERVICES & MEMBERSHIP

TERMS OF REFERENCE

CURRENT CHAIR

Otasha Barnett

CURRENT VICE CHAIR

DIRECTOR LIAISON

Jackie Delay

STAFF LIAISON

Brandi Mrugacz

Brian Irwin

ACCOUNTABILITY

The Commercial Member Services/Membership Committee is accountable to the Commercial Advisory Board.

PURPOSE

Reviews products and services to be provided to commercial REALTOR® members and encourages commercial REALTOR® participation in the Columbus REALTORS® and the Commercial Member Services & Membership Committee.

RESPONSIBILITIES

To bring in vendors who are interested in becoming a commercial preferred vendor and encourage commercial REALTOR® participation in the Columbus REALTORS® and the Commercial Member Services & Membership Committee.

CRITERIA

A member of the Commercial Member Services/Membership Committee should:

- Be an active member of the Columbus REALTORS®.
- Have an understanding and interest in commercial real estate.
- Be available for a meeting every other month.

COMPOSITION

Active members of the Columbus REALTORS®.

VOTING

Business arising at any meeting of the committee shall be decided by a majority of votes. The committee chair shall not have a vote except in the case of a tie.

QUORUM

A quorum shall consist of more than 50% of the voting membership of the committee.

RESOURCES

Resources and support services will be provided through Columbus REALTORS®.

MEETING FREQUENCY

First Tuesday every other month

COMMERCIAL RECOGNITION

TERMS OF REFERENCE

CURRENT CHAIR

Kaydee Hurst

CURRENT VICE CHAIR

Mitchell Moore

DIRECTOR LIAISON

Jackie Delay

STAFF LIAISON

Brian Irwin

ACCOUNTABILITY

Commercial Advisory Board, Association Board of Directors, commercial membership

PURPOSE

Develops recognition programs for commercial members.

RESPONSIBILITIES

Oversees the Association's commercial awards programs (application process, criteria, selection) including the annual awards ceremony.

CRITERIA

- Commercial Members, both new and seasoned/various brokerage types, past award recipients ideal
 - Vice Chair assumes the role of Chair following the previous year's recognition event
 - Recipient of the Commercial Rookie of the Year traditionally serves as Vice Chair, but this is not guaranteed.
- Voted upon by the committee members

COMPOSITION

The Commercial Recognition Committee shall be comprised of REALTOR® members of the Commercial Section; representation from various brokerage and commercial vendor types.

VOTING

Majority vote

QUORUM

Those in attendance

RESOURCES

Input from past award recipients, commercial membership, commercial leadership, NAR (commercial accreditation) and staff.

MEETING FREQUENCY

As needed

COMMERCIAL STANDARD FORMS

TERMS OF REFERENCE

CURRENT CHAIR

Brad Linville

CURRENT VICE CHAIR

Marcus Banasik

DIRECTOR LIAISON

Jackie Delay

STAFF LIAISON

Kathy Elliott

ACCOUNTABILITY

- Commercial Advisory Board
- Association Board of Directors
- Commercial members of the Association

PURPOSE

- Routinely reviews current forms, contracts and documents to determine if revisions, updates or sunseting is warranted.
- Determines if new forms are to be developed.

RESPONSIBILITIES

- Maintain a library of forms, contracts and documents to meet the needs of the commercial real estate practitioner.

CRITERIA

- REALTOR® members representing members in the commercial field.
- Working knowledge of the forms provided by the Association.

COMPOSITION

- Volunteer REALTOR® members representing members in the commercial field.

VOTING

- Roberts Rule of Order is followed.
- A majority vote shall be required for passage of motions.

QUORUM

- Committee members present

RESOURCES

- Association bylaws
- Staff support
- Association legal counsel

MEETING FREQUENCY

- Meet monthly or as needed

COMMERCIAL ADVISORY BOARD

TERMS OF REFERENCE

CURRENT CHAIR

Jackie Delay

CURRENT VICE CHAIR

Tim Weber

DIRECTOR LIAISON

Jackie Delay

STAFF LIAISON

Kathy Elliott

ACCOUNTABILITY

Association Board of Directors, commercial members of the Association

PURPOSE

Oversees all commercial section activity including the work/projects/activities of the commercial committees

RESPONSIBILITIES

Develop commercial broker forums and assist the commercial committees in meeting their goals/objectives

CRITERIA

All members of the Commercial Advisory Board (and, therefore, candidates for the ballot) shall have been REALTORS® for at least the three consecutive years before the election.

COMPOSITION

The Commercial Advisory Board shall be comprised of seven REALTOR® members of the Commercial Section, each serving a three-year term. The seats on the Commercial Advisory Board shall be elected annually by the REALTOR® members of the Commercial Section commercial members.

VOTING

Majority vote

QUORUM

Those Commercial Advisory Board members in meeting's attendance

RESOURCES

Leadership, staff liaisons, commercial member support from the Ohio REALTORS® and National Association of REALTORS®

MEETING FREQUENCY

Meet monthly or as necessary

CORPAC FUNDRAISING

TERMS OF REFERENCE

CURRENT CHAIRS

Troy Fabish
Rodelyn Frijas
Qiana Jones

CURRENT VICE CHAIRS

Missy Johnson
Brian Kemp
Ty Nisthauz

DIRECTOR LIAISON

STAFF LIAISON

Adeline Syring

ACCOUNTABILITY

The CORPAC Fundraising committee is accountable to the Columbus REALTORS® Board of Directors.

PURPOSE

Focuses on raising funds for the Central Ohio REALTORS® Political Action Committee through special events, awareness campaigns, and direct donations.

RESPONSIBILITIES

- Coordinate at minimum two fundraising events a year;
- Solicit sponsorships/ auction donations from Association members and personal network or event attendees;
- Help facilitate new events and fundraising campaigns as they arise;
- Be familiar with CORPAC and be prepared to promote the program;
- Be available to volunteer at events.

CRITERIA

- Fundraising, sponsorship/ auction solicitation experience a plus;
- Familiarity with political action fundraising, candidate campaigns, and central Ohio government a plus.

COMPOSITION

Columbus REALTORS® members

VOTING

Business arising at any meeting of the committee shall be decided by a majority of voting members in attendance.

QUORUM

N/A

RESOURCES

Resources and support services provided through the office of the CEO, as approved by the Board of Directors and state and national RPAC resources.

MEETING FREQUENCY

Monthly and as needed at the call of the Chair(s); attendance/ support of special events as needed.

CORPAC GOVERNING BOARD

TERMS OF REFERENCE

CURRENT CHAIR

Cole Cannon

CURRENT VICE CHAIR

Ian Thickstun

DIRECTOR LIAISON

Cole Cannon

STAFF LIAISON

Vincent Coleman

ACCOUNTABILITY

The CORPAC Governing Board is an independent body; only accountable to the Board of Directors for bylaw changes.

PURPOSE

The Mission of CORPAC is to support issues and candidates in central Ohio, and to support RPAC on the state and national levels. To promote and preserve private property rights while creating a favorable real estate environment in which members of the Columbus Association of REALTORS® can achieve their desired level of professional success.

RESPONSIBILITIES

Evaluates candidates and make PAC contributions to REALTOR® supported candidates & issues.

CRITERIA

Must meet the composition as listed below.

COMPOSITION

- Chair
- Vice Chair
- Association Officers – President, President-Elect, Treasurer, Secretary, CEO
- GAD & CORPAC Deputy Treasurer
- Chair of the Government Affairs Forum
- President – Elect Appointment (serving a 2 – year term)
- Co-Chairs of the CORPAC Fundraising Committee
- Three At-large Appointments
- One REALTOR® member representing each county that has merged with the Association (1-year term, appointed each year)
- OAR RPAC Trustees

VOTING

Contributions shall be approved by a majority vote of those Board members voting in-person; or by an electronic vote of two-thirds (2/3) majority rounded to the next whole number of those voting. Expenditures in amounts of \$250 or less may be approved by the Chair.

QUORUM

Seven (7) members of the Board will constitute a quorum to act on all matters before the Board.

RESOURCES

N/A

MEETING FREQUENCY

As called by the Chair; as needed

DIVERSITY, EQUITY & INCLUSION

TERMS OF REFERENCE

CURRENT CHAIR

Gretchen Roginson

CURRENT VICE CHAIR

Heather Mann

DIRECTOR LIAISON

Rodelyn Frijas

STAFF LIAISON

Stefani Wasmer
Julia Maldonado

ACCOUNTABILITY

The Diversity, Equity & Inclusion Committee is accountable to the Columbus REALTORS® Board of Directors.

PURPOSE

To create a community where we accept and celebrate the differences of everyone.

RESPONSIBILITIES

Educate our members on diversity topics and provide resources to share with colleagues enabling ourselves, our business, and our committee to grow in this space.

CRITERIA

A member of the Diversity & Inclusion Committee:

- Have an interest in diversity and fair housing issues.
- Have knowledge of and/or interest in cultivating partnerships with diverse agencies and organizations in and outside the industry.
- Have an interest in promoting diversity and inclusion at the Association and in everything we do.
- Have the ability to attend the scheduled meetings and events.

COMPOSITION

- One REALTOR® member appointed by the President, serves as co-chair.
- One REALTOR® member appointed by the President-Elect, serve as vice chair.
- REALTOR® and affiliate members interested in diversity and inclusion.

VOTING

Business arising at any of the committee meetings will be decided by a majority of the vote. The committee chairs shall not have a vote except in the case of a tie. Members are not permitted to vote by proxy.

QUORUM

A quorum is required to vote on committee business.

RESOURCES

Staff liaisons, the director liaison, and the office of the CEO provides available resources and support services as approved by the Board of Directors.

MEETING FREQUENCY

The Committee meets monthly (12 times a year) on the third Tuesday of the month, 1-2p, unless otherwise noted.

EDUCATION

TERMS OF REFERENCE

CURRENT CHAIR

Stephanie Hampton
Tim Weber

CURRENT VICE CHAIR

Rhonda Cox
Keirstan Urick

DIRECTOR LIAISONS

Jeremy Pape
Brad Winter

STAFF LIAISON

Staci Linnabary

ACCOUNTABILITY

The Education Committee is accountable to the Commercial Advisory Board and the Association Board of Directors.

PURPOSE

- The Education Committee exists to guide and support the development of high-quality, relevant, and forward-looking educational opportunities for Columbus REALTORS members.
- To equip practitioners with the knowledge, skills, and resources necessary to succeed in both residential and commercial real estate practice, while fostering professional growth, ethical standards, and community leadership.

RESPONSIBILITIES

- Residential Practice: Deliver education on contracts, client representation, fair housing, technology adoption, and emerging trends.
- Commercial Practice: Provide training in investment analysis, leasing, development, financing, and local/regional commercial market insights.
- Business Planning & Professional Growth: Encourage members to develop annual business plans, budgeting strategies, marketing skills, and customer service excellence.
- Sustainability & Future-Readiness: Integrate a minimal but consistent emphasis on sustainability (green building, energy efficiency, smart infrastructure) to prepare members for evolving consumer and regulatory expectations.
- Association Alignment: Ensure education aligns with state licensing requirements, National Association of REALTORS® standards, and local market needs.

CRITERIA

Members of the Columbus REALTORS® or an affiliation through NAR

COMPOSITION

- President appointment of chair (President-Elect appointment of vice chair) with alternate years of chair representing the residential field and the commercial field, when possible.
- President appointed/termed committee members with representation of both residential and commercial members

VOTING

Roberts Rules/majority vote

QUORUM

Members present

RESOURCES

Columbus REALTORS' bylaws; Ohio REALTORS®; National Association of REALTORS®

MEETING FREQUENCY

Meets quarterly with additional sessions as needed for program planning.

FOUNDATION FUNDRAISING

TERMS OF REFERENCE

CURRENT CHAIRS

Sharyn Rigsbee
Amy Nitzschke

CURRENT VICE CHAIRS

Krysten Stringer
Morgan McCoy

DIRECTOR LIAISON

Amy Nitzschke

STAFF LIAISON

Adeline Syring
Stefani Wasmer

ACCOUNTABILITY

The Foundation Fundraising committee is accountable to the Foundation Board of Trustees and subject to governance and procedures of the Columbus REALTORS® Board of Directors.

PURPOSE

Focuses on raising funds for the Columbus REALTORS® Foundation through special events, awareness campaigns, and direct donations.

RESPONSIBILITIES

- Coordinate at minimum two fundraising events a year;
- Solicit sponsorships/ auction donations from industry and personal network or event attendees;
- Help facilitate new events and fundraising campaigns as they arise;
- Be familiar with the Foundation and be prepared to promote the program;
- Be available to volunteer at events.

CRITERIA

- Fundraising, sponsorship/ auction solicitation experience a plus;
- Familiarity with nonprofit organization business model and operations a plus.

COMPOSITION

Columbus REALTORS® members

VOTING

Business arising at any meeting of the committee shall be decided by a majority of voting members in attendance.

QUORUM

N/A

RESOURCES

Resources and support services provided through the office of the CEO/ Executive Administrator, as provided by the Board of Directors and Foundation Board of Trustees.

MEETING FREQUENCY

Monthly and as needed at the call of the Chair(s); attendance/ support of special events as needed.

GOVERNMENT AFFAIRS FORUM

TERMS OF REFERENCE

CURRENT CHAIR

Matt Gregory

CURRENT VICE CHAIR

Jesse Shkolnik

DIRECTOR LIAISON

Jesse Shkolnik

STAFF LIAISON

Vincent Coleman

ACCOUNTABILITY

The Government Affairs Forum is accountable to the Board of Directors.

PURPOSE

The Government Affairs Forum meets with elected and public officials impacting the real estate industry.

RESPONSIBILITIES

To provide public policy updates on issues impacting our members, their businesses and their clients.

CRITERIA

N/A

COMPOSITION

- Chair
- Vice Chair
- Open to all Columbus REALTORS® members

VOTING

N/A

QUORUM

N/A

RESOURCES

N/A

MEETING FREQUENCY

As called by the Chair; as needed.

HISPANIC PROFESSIONALS NETWORK

TERMS OF REFERENCE

CURRENT CHAIR

Alex Quintanilla

CURRENT VICE CHAIR

Ana Soria

DIRECTOR LIAISON

Sharyn Rigsbee

STAFF LIAISON

Julia Maldonado

ACCOUNTABILITY

The Hispanic Professionals Network is accountable to the Columbus REALTORS® Board of Directors.

PURPOSE

Foster a community to support and equip agents and affiliates to make homeownership a reality for members of the Hispanic/Latino community through education and networking.

RESPONSIBILITIES

- Provide an open forum to all agents interested in issues affecting homeownership for people of all ethnicities, nationalities and cultures.
- Identify and overcome barriers to ownership, such as language barriers.
- Encourage participation and leadership opportunities within the Association.

CRITERIA

A member of the Hispanic Professionals Network:

- Have an interest in serving members of the Hispanic/Latino community in central Ohio.
- Have knowledge of and/or interest in cultivating partnerships with Hispanic/Latino agencies and organizations in and outside the industry.
- Have an interest in collaborating with Hispanic/Latino agents at the Association and in pursuing leadership roles.
- Attend the scheduled meetings, classes and events.

COMPOSITION

- One REALTOR® member appointed by the President, who serves as Chair.
- One REALTOR® member appointed by the President-Elect, who serves as Vice Chair.
- REALTOR® and affiliate members interested in diversity and inclusion.

VOTING

Business arising at any of the committee meetings will be decided by a majority of the vote. The Committee Chairs shall not have a vote except in the case of a tie. Members are not permitted to vote by proxy.

QUOROM

A quorum is required to vote on committee business.

RESOURCES

Resources and support services is provided through the office of the CEO, as approved by the Board of Directors.

MEETING FREQUENCY

Meetings will be monthly on every first Monday of the month at 11a, unless otherwise noted.

HOUSING AFFORDABILITY & COMMUNITY PARTNERSHIP

TERMS OF REFERENCE

CURRENT CHAIRS

Brittany Eddy
Cindy Jacobs

CURRENT VICE CHAIRS

Julie Horvath
Belen Rodriguez

DIRECTOR LIAISON

Trish Conrad

STAFF LIAISON

Adeline Syring

ACCOUNTABILITY

Housing Affordability & Community Partnership Committee is accountable to the Columbus REALTORS® Board of Directors.

PURPOSE

Continue to grow partnerships with community stakeholders to educate and influence the advancement of housing affordability.

RESPONSIBILITIES

To implement programs that address affordable housing issues and provide up-to-date information about available financing programs.

CRITERIA

A member of the Housing Affordability & Community Partnership Committee should:

- Have an interest in working in the affordable housing market.
- Be interested in learning about and/or having knowledge of affordable housing financing and down payment assistance programs.
- Be familiar with and/or have an interest in learning about issues affecting housing affordability.
- Available to attend the scheduled meetings.

COMPOSITION

- Two co-chairs appointed by the president.
- Two co-vice-chairs appointed by the President-Elect.
- REALTOR® and affiliate members interested in working the affordable housing market.

VOTING

Business arising at any of the committee meetings will be decided by a majority of the vote. The Committee co-chairs shall not have a vote except in the case of a tie. Members are not permitted to vote by proxy.

QUORUM

A quorum is comprised of members in attendance at the meeting and is required to vote on committee business.

RESOURCES

Resources and support services are provided through the staff liaison, director liaison and the office of the CEO, as approved by the Board of Directors.

MEETING FREQUENCY

The Committee meets monthly, 11 times a year (there is no meeting held during one of the summer months, either July or August).

KEYBOX COMPLIANCE COMMITTEE

TERMS OF REFERENCE

CURRENT CHAIR

Doug McCloud

CURRENT VICE CHAIR

Brad Fry

DIRECTOR LIAISON

Bob Kutschbach

STAFF LIAISON

Bethanie Franey

ACCOUNTABILITY

- Association Board of Directors
- Association members
- Public

PURPOSE

Consider keybox-related complaints and reports of keybox rule violations received by both the Association membership and public

RESPONSIBILITIES

- Review keybox-related complaints to determine if a keybox rule violation has occurred
- Assess fines and discipline for keybox rule violations when warranted
- Routinely review and maintain the keybox rules and regulations

CRITERIA

- REALTOR® members representing different segments of the membership.
- Appointment consideration might include but not limited to:
 - Brokers
 - Agents
 - Years in the industry

COMPOSITION

- REALTOR® members appointed by the Association President to 3-year terms.
- No more than 15 REALTOR® members at a time serving on the committee.

VOTING

- Each appointed REALTOR® member is granted a vote
- Roberts Rule of Order is followed
- A majority vote shall be required for passage of motions

QUOROM

- Committee members present

RESOURCES

- Keybox Rules & Regulations
- Staff support
- Association legal counsel

MEETING FREQUENCY

- As needed/upon receipt of keybox complaints for review

LEADERSHIP ACADEMY ADVISORY BOARD

TERMS OF REFERENCE

CURRENT CHAIR

Matt Long

CURRENT VICE CHAIR

Erin Ogden Oxender

DIRECTOR LIAISON

Buffie Patterson

STAFF LIAISON

Sierra Smith

ACCOUNTABILITY

The Leadership Academy Advisory Board is accountable to the Columbus REALTORS® Board of Directors for any modifications to the program which affect the subsidy provided by the Association.

PURPOSE

To develop, execute and oversee the Leadership Academy for Columbus REALTORS®.

RESPONSIBILITIES

- Promote the Leadership Academy with the assistance of the Alumni Ambassadors.
- Interview, and select up to 12 candidates per year. (See criteria below.)
- Coordinate 9 sessions for each year's Academy based on candidate evaluations and board member input.
- 2-3 Advisory Board members are responsible for coordinating each session.
- The Chair and staff liaison attend all sessions.

CRITERIA

ADVISORY BOARD:

Terms

- The Leadership Academy Advisory Board (LAAB) shall consist of 12-16 members.
- Members shall serve 3-year terms.
- Terms shall run January 1 - December 31.

Attendance

- Attendance at all Advisory Board scheduled meetings, Pathway to Leadership, Graduation and assigned day is required. Board members are to notify the chair or staff liaison in advance if unable to attend a scheduled meeting or session. The reason for the absence shall be reported at time of this notice. Absence(s) without notification may result in removal from the board.

Appointments

- Appointments to the Leadership Academy Advisory Board are officially made by the Columbus REALTORS® president.
- Each year, a minimum of 3 members shall be

recommended to serve 3-year terms.

- It is possible that a 4th could be recommended at the discretion of the board if they deem an additional board member is needed to fill program needs.
- A board member whose term is expiring and would like to be considered for an additional 3-year term must notify the chair before October 31.
- Each year a member of the graduating class shall be elected by their classmates to serve on the advisory board for a 1-year term (Jan 1 to Dec 31) to assist in planning and conducting the succeeding Leadership Academy program.
- Elected graduates are eligible to serve an additional 3-year term at the discretion of the advisory board. If interested, the elected graduate must notify the chair before October 31.
- Potential Board members shall be recommended by the current Board members. The chairman shall contact the potential new board members to ascertain their interest and willingness to comply

with the attendance policy before recommending to the President for appointment.

- By October 31, the Advisory Board shall recommend a Vice Chair to be forwarded to the association's Treasurer for consideration.

Candidates:

- REALTOR® member in good standing for three years.
- Demonstrated leadership attributes including, but not limited to: people skills, courage, decisiveness, integrity, creativity, curiosity, big-picture thinking
- Two letters of recommendation.
- Signed application which includes commitment to attend all Leadership Academy sessions.

COMPOSITION

Members selected from past graduates or Columbus REALTOR® members who fill a niche vacated by another member. See Criteria – Advisory Board Members above.

VOTING

Any action taken during a Leadership Academy Advisory Board meeting shall consist of a simple majority of those present.

QUORUM

A quorum for the Leadership Academy Advisory Board shall be a majority of Board members present at a properly called meeting in order to conduct business.

RESOURCES

Leadership Academy web site page – www.columbusrealtors.com/la

MEETING FREQUENCY

- Meetings as needed.
- Advisory Board members attend the first session of the candidates (Pathway to Leadership) as well as the Graduation.
- Advisory Board members also attend the session(s) they oversee as assigned.

MLS COMMITTEE

TERMS OF REFERENCE

CURRENT CHAIR

Shaun Simpson

CURRENT VICE CHAIR

Mike McCoy

DIRECTOR LIAISON

Mike McCoy

STAFF LIAISON

Matt Warren

ACCOUNTABILITY

The MLS Committee is accountable to:

- MLS Board of Directors
- Participants and subscribers of the Columbus and Central Ohio Regional Multiple Listing Service.
- Members of the public
- National Association of REALTORS®

PURPOSE

To manage and oversee the operations of the Multiple Listing Service. This includes ensuring that the MLS rules and regulations are followed and maintained in an orderly and efficient system for listing and disseminating property information.

RESPONSIBILITIES

- Monitor market trends in order to recommend needed adjustments
- Stay informed of NAR discussions and relay input to MLS Board of Directors.
- Review MLS policy change requests and recommend needed changes to MLS Board of Directors
- Review software, Data management, and operational updates and make to the MLS Board of Directors
- Create subcommittees and working groups to examine complex issues and requests
- Form monthly MLS Appeals Panel to review submitted appeals for data maintenance fees and fines

CRITERIA

- Understanding of the Association, MLS and real estate profession.
- Knowledge, skills, and competency of MLS process and issues.
- Availability for expected time commitment.

COMPOSITION

- Presidential appointment
 - Appointments to be ratified by the MLS Board of Directors
 - Consideration in making appointments to include but are not limited to:
 - Brokerage size
 - Active, recent use of the MLS
 - Regional representation (rural)
 - Years in industry
 - Field of expertise (broker, agent, appraiser, residential, commercial)
 - Knowledge of MLS system/rules/regulations/policies, RESO standards
 - Proper balance of broker and agent representation...no less than 50% agent representation (8 committee members)
- Staggered 3-year terms (appointments for initial year will be 1, 2 and 3-year terms, beginning January 1, 2025)
- No less than 9 and no more than 15 members to serve*
- *Merged and/or acquired MLSs shall have representation through the year of executed merger plus a three-year term. (This would be in addition to the 15.) Appointment of the applicant shall be determined by the nominee's Association. This appointment shall not exceed the three-year term.
- Those currently serving on the MLS Committee to be given consideration in being appointed under the new structure but no guarantee of appointment shall be made.
- No more than two representatives from a single brokerage, brand, flag or franchise may serve on the MLS Committee at the same time.
- Those appointed shall not serve more than two (2) consecutive terms

MLS COMMITTEE

TERMS OF REFERENCE *(continued)*

CURRENT CHAIR

Shaun Simpson

CURRENT VICE CHAIR

Mike McCoy

DIRECTOR LIAISON

Mike McCoy

STAFF LIAISON

Matt Warren

VOTING

- All appointed shall have voting rights
- A majority vote shall be required for passage of motions.

QUORUM

For the transaction of business, those who are present shall be considered a quorum.

RESOURCES

- National Association of REALTORS® “Handbook on Multiple Listing Policy”
- MLS Rules and Regulations
- MLS Policy Violation Manual
- MLS Standards Manual
- MLS Bylaws
- MLS staff liaisons
- Roberts Rules of Order

MEETING FREQUENCY

Bi-monthly

REALTOR® CARE DAY

TERMS OF REFERENCE

CURRENT CHAIRS

Stephanie Masterson
Mindy Willard

CURRENT VICE CHAIRS

Brian Bainbridge
Cole Cannon

DIRECTOR LIAISON

Stephanie Masterson

STAFF LIAISON

Adeline Syring
Stefani Wasmer

ACCOUNTABILITY

The REALTOR® Care Day committee is accountable to the Foundation Board of Trustees and subject to governance and procedures of the Columbus REALTORS® Board of Directors.

PURPOSE

Orchestrates a one-day event where members work collectively to provide community service.

RESPONSIBILITIES

- Organize/ facilitate one-day volunteer event;
- Contact vendors and home owners to organize project details;
- Solicit both in-kind and monetary donations to help cover costs for the event;
- Be available for the full day of the event and encourage volunteers to participate.

CRITERIA

Volunteer coordination / event management / fundraising experience a plus.

COMPOSITION

- Columbus REALTORS® members;
- General public/ family of members (non-voting);
- Outside entities and nonprofit partners (non-voting).

VOTING

Business arising at any meeting of the committee shall be decided by a majority of voting members in attendance.

QUORUM

N/A

RESOURCES

Resources and support services provided through the office of the CEO/ Executive Administrator, as provided by the Board of Directors and Foundation Board of Trustees.

MEETING FREQUENCY

Monthly and at the call of the chair(s), beginning in either February or March, through July (or one month after the scheduled event) of each year.

RECOGNITION & SALES AWARDS

TERMS OF REFERENCE

CURRENT CHAIRS

Brandon Prewitt
Christy Srey

CURRENT VICE CHAIRS

Kennisha Cunningham
Lori Swanson

DIRECTOR LIAISON

Brandon Prewitt

STAFF LIAISON

Alisa Houston

ACCOUNTABILITY

The Recognition and Sales Awards Committee is accountable to the Columbus REALTORS® Board of Directors.

PURPOSE

To select recipients of Broker, Salesperson, Affiliate, and Rising Star; audit sales award applications (one-session mandatory participation); and submit Citizen of the Year recommendations to Columbus REALTORS® Board of Directors.

RESPONSIBILITIES

Oversee the selection process for the Broker, Salesperson, Rising Star, and Affiliate; and the annual sales awards

CRITERIA

A member of the Recognition & Sales Awards Committee:

- Must know that they serve on the committee as a representative of the Columbus REALTORS® Association and not as a representative of their respective companies when selecting award recipients.
- Have the ability to participate in auditing sales award applications.
- Have the ability to attend the scheduled meetings.

COMPOSITION

- Two REALTOR® members appointed by the President, serves as co-chairs.
- Two REALTOR® members appointed by the President-Elect, serves as co-vice chairs.
- REALTOR® members are appointed by the President and serve staggered three-year terms.

VOTING

Business arising at any of the committee meetings will be decided by a majority of the vote. The Committee co-chairs shall not have a vote except in the case of a tie. Members are not permitted to vote by proxy.

QUORUM

Members presently in attendance at a committee meeting will comprise the quorum required to vote on committee business.

RESOURCES

Resources and support services are available through the staff liaison(s), director liaison, officers, and the office of the CEO, as approved by the Board of Directors.

MEETING FREQUENCY

The Recognition & Sales Awards Committee meets seven times each year (February - May and September - November). Members are required to attend at least five of the seven scheduled meetings and participate in a minimum of one auditing session for Sales Award applications in November. Failure to meet these requirements may result in being removed from the committee.

SCHOLARSHIP

TERMS OF REFERENCE

CURRENT CHAIR

Katie Crocco

CURRENT VICE CHAIR

Candace Caulkins

DIRECTOR LIAISON

Cody Adams

STAFF LIAISON

Adeline Syring

ACCOUNTABILITY

The scholarship committee is accountable to the Foundation Board of Trustees and subject to governance and procedures of the Columbus REALTORS® Board of Directors.

PURPOSE

Develop & implement criteria for identifying individuals for scholarships or educational programs eligible for support, funded by the Columbus REALTORS® Foundation, and partnering organizations.

RESPONSIBILITIES

- Review/ rank applications 2x a year (spring/fall);
- Interview candidates 2x a year;
- Help facilitate new partnerships and promote application to the program.

CRITERIA

- Familiarity with real estate and related industries, ethics, and leadership development a plus;
- Experience with scholarship or award process a plus.

COMPOSITION

- Columbus REALTORS® members;
- Outside educational entities and nonprofit partners

VOTING

Business arising at any meeting of the committee shall be decided by a majority of voting members in attendance.

QUORUM

A majority of voting members shall constitute a quorum for the transaction of business at a meeting.

RESOURCES

Resources and support services provided through the office of the CEO/ Executive Administrator, as provided by the Board of Directors and Foundation Board of Trustees.

MEETING FREQUENCY

Four times annually and at the call of the Chair.

STANDARD FORMS (RS)

TERMS OF REFERENCE

CURRENT CHAIR

Ian Thickstun

CURRENT VICE CHAIR

Kristin Rosan

DIRECTOR LIAISON

Kristin Rosan

STAFF LIAISON

Kathy Elliott

ACCOUNTABILITY

- Association Board of Directors
- Association members
- Consumer

PURPOSE

- Routinely reviews current forms, contracts and documents to determine if revisions, updates or sunseting is warranted.
- Determines if new forms are to be developed.

RESPONSIBILITIES

Maintain a library of voluntary forms, contracts and documents to meet the needs of the Association membership.

CRITERIA

- Association members
- Working knowledge of the forms provided by the Association

COMPOSITION

- Volunteer members representing members in the residential field

VOTING

- Roberts Rule of Order is followed
- A majority vote shall be required for passage of motions.

QUORUM

Committee members present

RESOURCES

- Association bylaws
- Staff support
- Association legal counsel

MEETING FREQUENCY

Meet monthly or as needed

YOUNG PROFESSIONALS NETWORK

TERMS OF REFERENCE

CURRENT CHAIRS

Nathan Blaydes
Justin Phillips

CURRENT VICE CHAIR

Camryn Woodrow
Tatyana Eagle

DIRECTOR LIAISON

Caroline Meyer

STAFF LIAISON

Julia Maldonado
Ashley Amburgey

ACCOUNTABILITY

The YPN Committee is accountable to the Columbus REALTORS® Board of Directors.

PURPOSE

Target new and/or younger Columbus REALTORS® members with dynamic programs that promote social and professional networking, political and philanthropic engagement, Association involvement opportunities, business development as well as entrepreneurial learning opportunities.

RESPONSIBILITIES

Provide engaging programming with content geared towards leadership, professional development and networking.

CRITERIA

Must be a member of Columbus REALTORS® and conduct themselves professionally in accordance with the NAR Code of Ethics.

COMPOSITION

- Two REALTOR® and/or Affiliate members appointed by the President, who serve as Co-Chairs.
- Two REALTOR® and/or Affiliate members appointed by the President-Elect, who serve as Co-Vice Chairs.
- REALTORS®, Affiliates, Appraisers and Sustaining Members

VOTING

Robert's Rules

QUORUM

A quorum shall consist of members in attendance.

RESOURCES

Columbus REALTORS® bylaws

MEETING FREQUENCY

Meetings will be monthly on every second Tuesday of the month at 10a, unless otherwise noted.

COLUMBUS REALTORS® FOUNDATION BOARD OF TRUSTEES

TERMS OF REFERENCE

CURRENT CHAIR

Michael Jones

CURRENT TREASURER

Courtney Chapman

CURRENT SECRETARY

Chris Harrington

STAFF LIAISON

Adeline Syring
Brent Swander
Stefani Wasmer

ACCOUNTABILITY

The Foundation Board of Trustees is the governing body of the Columbus REALTORS® Foundation; subject to accountability by the Foundation Board of Trustees.

PURPOSE

To support real estate related programs and other qualified entities whose goals are to improve the overall real estate environment in central Ohio.

RESPONSIBILITIES

- Provide oversight and guidance to Foundation related programs/ initiatives/ task forces/ committees
- Implement and oversee corporation Code of Regulations, general policy, and other governing documents as adopted.
- Oversee the financial stability of the Columbus REALTORS Foundation, including investment policy and comply with annual state and federal reporting.
- Determine annual budget and long-term strategy of the program.
- Solicit major gifts to program and promote ongoing Columbus REALTORS® volunteer involvement.

CRITERIA

- Trustees should be members with nonprofit background/ involvement with the Foundation or Association at the Chair or Director level; have knowledge of the central Ohio real estate nonprofit community;
- Have a basic understanding of Ohio nonprofit charitable law;
- Have the understanding of the public charity business model;
- Have knowledge skills and competency of governance process and issues;
- Willingness to solicit donations to the program and attend fundraising events;
- Knowledge of the central Ohio nonprofit housing community and surrounding local government entities and priorities.

COMPOSITION

- Comprised of eleven voting Trustee members;
 - Committee chair representative of each standing Foundation committee (4 total), appointed by Columbus REALTORS® President, serving one year or the length of the time served as chair (not to exceed three years consecutively).
 - 7 members at large, serving staggered three-year terms, elected by Foundation Board of Trustees at annual meeting.
- Up to four (4) additional non-voting Trustees – Chair, Treasurer, Secretary, Executive Administrator (traditionally the CEO of Columbus REALTORS®), elected by Foundation Board of Trustees at annual meeting, for the length of one year.
- May be a current voting Trustee.
- No Trustee may serve as a voting member for more than three years at a time, must take at least one year off between terms.

VOTING

Business arising at any meeting of the Board shall be decided by a majority of voting members in attendance, not including non-voting members.

QUORUM

A majority of voting trustees shall constitute a quorum for the transaction of business at a meeting.

RESOURCES

Resources and support services provided through the Executive Administrator of the Foundation, as approved by the Foundation Board of Trustees.

MEETING FREQUENCY

At the call of the Chair; minimum of three times annually.

GOVERNMENT AFFAIRS ISSUES ADVOCACY

TERMS OF REFERENCE

CURRENT CHAIR

Matt Gregory

CURRENT VICE CHAIR

Jess Shkolnik

DIRECTOR LIAISON

TBD

STAFF LIAISON

Vincent Coleman

ACCOUNTABILITY

The Government Affairs Issues Advocacy Committee is accountable to the Board of Directors.

PURPOSE

To review legislative issues to:

- Establish & recommend Columbus REALTORS® positions on legislative issues to be approved by the Columbus REALTORS® Board of Directors

RESPONSIBILITIES

To thoroughly vet public policy issues impacting Columbus REALTORS® members and consumers and to make a recommendation to Columbus REALTORS® Board of Directors.

CRITERIA

Must meet the composition requirements as outlined below.

COMPOSITION

- Committee Chair – Chair of Government Affairs Forum
- Vice Chair of the Government Affairs Forum
- Chair of CORPAC Governing Board
- 2 Commercial REALTORS®
 - One member recommended by Commercial Advisory Board Steering Committee
 - One commercial at-large appointment
- 3 members appointed by the President from the Columbus REALTORS® Board of Directors
- Officers of Columbus REALTORS®

VOTING

All actions of the Government Affairs Issues Advocacy Committee shall be approved by majority vote

QUORUM

As defined by Roberts Rules of Order

RESOURCES

N/A

MEETING FREQUENCY

As called by the Chair; as needed

MLS BOARD OF DIRECTORS

TERMS OF REFERENCE

CURRENT CHAIR

Molly Morgan

CURRENT VICE CHAIR

Brandon Prewitt

DIRECTOR LIAISON

Molly Morgan

STAFF LIAISON

Brent Swander

ACCOUNTABILITY

- Association Board of Directors
- MLS Participants and Subscribers
- Consumer

PURPOSE

- Monitor industry trends, both technological and policy-related, as well as legal concerns.
- Assess the potential improvement, liability, or implications of MLS issues and requests for change.
- Review recommendations from the MLS Committee. Recommendations may be approved for implementation, rejected, or sent back for additional committee research and review.
- Provide final approval of changes to MLS Policy and Rules and Regulations.

RESPONSIBILITIES

- Review MLS policy change requests and recommend changes from the MLS Committee.
- Review software, data management, and operational update recommendations from the MLS Committee.
- Shall oversee and direct the affairs of the Service consistent with these Bylaws and the directions of the board of directors of the Association, and shall follow any policies and guidelines developed by the board of directors of the Association for the mutual and consistent guidance and operation of the Association and its subsidiary corporations. From MLS Bylaws Section 5 – 8

CRITERIA

- Must have previously served on the MLS Committee
- Must be a principal or managing broker
- Shall not serve more than 2 consecutive terms

COMPOSITION

- The following nominees, who will be serving their respective Officer positions for the MLS for one year and who shall have one vote each: President, President-Elect, Treasurer, Secretary, & CEO
- The following nominees, appointed by the Executive Committee:
 - 6 members serving staggered terms – two appointed annually to 3-year term
 - MLS Committee Chair and Vice Chair for one year and who shall have one vote each (broker license not required)
 - Principal or managing broker member whose MLS has recently been acquired shall serve the remainder of the year MLS acquired and will begin a three-year term (calendar years) beginning January 1, of the following year. Appointment shall be determined by the Association from which the MLS was acquired.
 - Appointments, made by the Executive Committee, are ratified by the shareholder (Association Board of Directors)
 - Those appointed by the Executive Committee shall not serve more than two (2) consecutive terms.
 - In the event the principal broker is unwilling or unable to serve, the Executive Committee, with the approval of the principal broker, shall appoint the principal broker's designee who must hold a principal or managing broker license.
 - Appointments of the Chair and Vice Chair of the MLS Board of Directors (principal or managing broker) will be made by the President and President-Elect from within the MLS Board of Directors.
 - Merged and/or acquired MLSs shall have principal or managing broker representation through the year of executed merger plus a three-year term (calendar years). Appointment of the nominee shall be determined by the nominee's Association. This appointment is not to exceed the three-year term.
 - When making appointments, factors of inclusivity to be considered encompass but are not limited to:
 - Small, medium and large brokerages
 - Diverse populations
 - Urban and rural
 - Representation of MLS territory
- No more than two representatives from a single brokerage, brand, flag or franchise (excluding the Executive Committee) may serve on the MLS Board of Directors at the same time.

MLS BOARD OF DIRECTORS

TERMS OF REFERENCE *(continued)*

CURRENT CHAIR
Molly Morgan

CURRENT VICE CHAIR
Brandon Prewitt

DIRECTOR LIAISON
Molly Morgan

STAFF LIAISON
Brent Swander

VOTING

- Shall have one vote each
- A majority vote shall be required for passage of motions

QUORUM

The quorum for the transaction of business at any regular or special meeting of the Board of Directors shall consist of one-third of the Directors with voting rights who are present in person and by use of Authorized Communications Equipment (if the use of Authorized Communications Equipment has been authorized for the meeting by the Board of Directors.)

RESOURCES

- MLS bylaws
- MLS rules and regulations
- MLS standards manual
- MLS staff liaisons
- NAR handbook on multiple listing policy

MEETING FREQUENCY

MLS Board shall meet at least once each quarter. The Chair may, at his or her discretion, call additional meetings and may invite committee chairmen and others to meet with the Directors.

CANDIDATE ENDORSEMENT & INDEPENDENT EXPENDITURE

TERMS OF REFERENCE

CURRENT CHAIR

TBD

CURRENT VICE CHAIR

TBD

DIRECTOR LIAISON

TBD

STAFF LIAISON

TBD

ACCOUNTABILITY

The Candidate Endorsement & Independent Expenditure Committee acts on behalf of the Board of Directors on the issues of Candidate Endorsements and Independent Expenditures.

PURPOSE

To review recommendations and/or requests from CORPAC Governing Board and act on behalf of the Columbus REALTORS® Board of Directors to:

- Approve Columbus REALTORS® candidate endorsements and
- Request NAR independent expenditures

RESPONSIBILITIES

To help elect REALTOR® Party Champions

CRITERIA

Must serve in an official role in the following:

- Officer of Columbus REALTORS®
- Federal Political Coordinator as appointed by the National Association of REALTORS®
- Appointed by the President of Columbus REALTORS®
- Elected by the Board of Directors of Columbus REALTORS®

COMPOSITION

- Chairs
- Vice-Chair
- Officers of Columbus REALTORS® (President, President-Elect, Treasurer, Secretary & CEO)
- Federal Political Coordinators (FPCs)
- 2 REALTOR® members as appointed by the President
- 3 members elected by majority vote (not plurality) from the Columbus REALTORS® Board of Directors

VOTING

Expenditures and endorsements must be approved by a two-thirds (2/3) majority rounded to the next whole number of committee members.

QUORUM

As directed by Roberts Rules of Orders

RESOURCES

N/A

MEETING FREQUENCY

As called by the Chair; as needed