

**MINUTES**  
**CAAR Board of Directors Meeting**  
**Wednesday, May 24, 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, Candice van der Linde (remote), Georgia Lindsey, Sharon Merrick, Kyle Olson, Jessica Russo, Errin Searcy.

Staff: Ali DiGuardo, Abby Tammen, Neil Williamson.

Excused: Woody Fincham, Amanda Spigone.

**Welcome and Call to Order**

President Herndon called the meeting to order at 9:00 a.m. The Board acknowledged the Antitrust Statement.

**Approval of Consent Agenda**

A **MOTION** was **MADE, SECONDED** and **APPROVED** to adopt the consent agenda which included the March 22, 2023 meeting minutes as well as new members (listed below).

**New Members – 4/18/23 – 5/10/23**

Frederic Bates, LPT Realty LLC; Nirmal Bhandari, Long & Foster – Charlottesville; Anne Biasioli, Long & Foster – Charlottesville; Stephen Clay, Ridgeback Realty Group, LLC, John Dinh, RE/MAX Realty Specialists – Charlottesville; Hannah Knight, Frank Hardy Sotheby's International Realty; David Lawrence, Gayle Harvey Real Estate, Inc.; Stacy Lenczuk, Re/Max New Horizons; Shawn Murphy, Keller Williams Alliance – Charlottesville.

**Treasurer's Report**

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

Treasurer White and the Budget & Finance Committee are starting to formulate the 2024 budget for the Association. Treasurer White has requested each group leadership discuss and brainstorm possible activities that need funding and meet the needs of the Association's strategic plan.

**President's Report**

President Herndon shared her experience with the National Association of REALTORS® (NAR) Legislative Meeting. Immediate Past President Dent shared she gained various fundraising ideas that can be used for both the CAAR Foundation and REALTORS® Political Action Committee. Artificial intelligence (AI) is a topic that is closely being monitored to understand the impact on the real estate industry. Advocacy continues to play a large role in protecting homeownership, property rights, and advocating for attainable housing. An official recap of the NAR Legislative Meeting is included in the Board packet – including the new fair housing training membership requirement that goes into effect January 2025. President Herndon noted that the Riding the Brand event in Williamsburg earlier this month was a great event to network with REALTORS® across the Commonwealth.

**Master Group Liaison Reports**

MLS – The board reviewed the motion that CAAR accept the SENTRILOCK/SENTRIKEY® AUTHORIZED USER AGREEMENT for use with the SentiLock system. Following extensive discussion and concerns about CAAR retaining ownership of the boxes once distributed at the exchange or sold to agents at a future date, the Board **APPROVED the MOTION** to accept the current user agreement for use with the SentiLock system (**Aye 9; Nay 2**).

The Board shared additional lockbox exchange questions and concerns (e.g., trading lockboxes for cash, ability to transfer lockboxes, leasing vs. owning the lockboxes, process returning lockboxes at the end of the SentiLock contract).

A **MOTION** was **MADE, SECONDED**, and **APPROVED** for CAAR to provide funding based on the number of MLS subscribers to participate in the governance structure discussion of a statewide data share in Virginia.

Statewide data shares are already happening in some states. The Board shared additional statewide data share questions and concerns (e.g., MLS vs. Local REALTOR® Associations).

Association Strategies PT – Shared a SWOT analysis.

Broker Council – The next meeting will be on Tues., June 27<sup>th</sup> from 9:30 – 10:30 a.m. at The Point Church (same location as the lockbox training and exchange). Those attending may stay for a free new Laws class directly after the meeting.

Commercial Council – A demo of the new Catylist platform will be scheduled soon. The Council is exploring training and awareness opportunities for REALTORS® who aren't experienced in commercial as well as a trial subscription for CVCMLS. They will start to explore a NAR Commercial Grant for an education or training course/class.

Communications – 39 pints of blood were collected at the first American Red Cross blood drive. The next blood drive is scheduled for Tues., Aug. 1<sup>st</sup> from 10 a.m. – 4 p.m. at the Hillsdale Conference Center. Leadership from the Communications Group and Diversity, Equity, and Inclusion Group finalized the verbiage and video footage/pictures for the local “Value of a REALTOR®” campaign. The campaign is scheduled to launch on Mon., June 5<sup>th</sup>. The first Habitat for Humanity of Greater Charlottesville build day is scheduled for Wed., June 14<sup>th</sup> from 7:45 a.m. – 2:30 p.m.

DEI – Worked with staff to close the NAR \$3,000 Housing Opportunity Grant. The Group received good feedback from the disability inclusion and awareness presentation, which was presented by VisitAble LLC, at the May General Membership Meeting. They continue to focus on promoting the dedicated disability inclusion and awareness class on Thurs., June 1<sup>st</sup> from 10 – 11 a.m. at the Hillsdale Conference Center. They will work with staff to apply for a NAR \$3,000 Fair Housing Grant.

Professional Development – The Group is discussing a builders panel for the November General Membership Meeting. The Group will have the next meeting as hybrid. It was determined members would not be charged for handouts for classes/courses.

Public Affairs – “Zoning the Future” is a possible topic for the Property Rights Luncheon. The date/time are still being determined for the event.

YPN – The Group is focusing on details of this year's events as well as planning for next year's calendar of events.

### **CEO Report**

Mrs. Tammen shared that a membership-wide email was sent earlier in the week with logistics of the lockbox conversion. It included a detailed calendar of action items and important information. The email had a 75% open rate. Mrs. Tammen provided an audit update, including asking for an extended tax deadline. Ali DiGuardo, Marketing & Communications Director, graduated from the Virginia Society of Association Executives (VSAE) Virginia Leadership Academy (VLA). Mrs. Tammen will be the Treasurer of VSAE Board of Directors. Mrs. Tammen is checking references for a new Education & Events Specialist candidate with the hopes of a summer hire.

### **New Business**

The Board shared interest in exploring the importance in geography of underground oil tanks, based on an email they received. A concern was brought up regarding compensation information and a rule in Paragon.

### **Important Dates**

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

### **Next Board Meeting**

Wed., June 28, 2023, 9 – 10:30 a.m. at the Hillsdale Conference Center

### **Adjourn**

President Herndon adjourned the meeting at 10:30 a.m.

Respectfully Submitted, Abby Tammen, Secretary