

MINUTES
Charlottesville Area Association of REALTORS®
Operations Committee
Mon., Mar. 9, 2026
Hillsdale Conference Center and Zoom

Attendance

Present: Mike Gaffney (Chair), Hal Johnson (Vice Chair), Ashleigh Abrams, Anne Burroughs, Pam Dent, Emily Dooley, Tele Jenifer, Jason Kirby, Heather Lavelle, Georgia Lindsey (Treasurer & Board Liaison), Pat Sury, Candice van der Linde.
Guest: Amanda Spigone (President), Luke Bruin. Staff: Ali DiGuardo, Abby Tammen.

Welcome and Call to Order

Chair Gaffney called the meeting to order at 11:01 a.m.

Antitrust Policy

Vice Chair Johnson reviewed the CAAR Antitrust Statement.

Minutes

Minutes from the February 9, 2026 meeting were accepted as presented.

Treasurer's Report

January 2026 Financials

A **MOTION** was **MADE, SECONDED, and UNANIMOUSLY APPROVED** to accept the January 2026 financial report as presented.

February Meeting Follow Up Questions

Staff reviewed the *Why We Created a Property LLC* document.

2026 Grant Opportunities

Staff shared the various national and state grant opportunities that CAAR committees and councils plan to pursue for 2026 and 2027.

Old Business

None at this time.

New Business

Pat Jensen Leadership Academy

The application process is open. Staff reviewed where members can find more information about the program on CAAR.com. Members mentioned that Brokers should be approached if a member is considering applying for the program to cover the cost. Staff shared the various ways the PJLA has been promoted.

New REALTOR® Incentive Program

Staff reviewed a spreadsheet showing how many new REALTORS® have taken advantage of the program since its inception. Staff shared the various ways the New REALTOR® Incentive program has been promoted. Members have asked how many from the original class are still REALTORS® to this day. If participation in the program does not increase significantly this year, it may be necessary to evaluate whether the program should be sunset.

Board Update

None at this time.

Staff Update

MLS RFP Process Timeline

CEO Tammen reviewed the residential MLS request for proposal (RFP) process timeline.

New Business for Future Meetings

1. Billing procedures. 2. Lockbox inventory – buy back.

Adjourn

Chair Gaffney adjourned the meeting at 11:58 a.m.

Respectfully submitted, Abby Tammen, Staff Liaison