

MINUTES
CAAR Board of Directors Meeting
Wednesday, April 22, 2026
Hillsdale Conference Center

Attendance

Present: Amanda Spigone (President), Kevin Wilberger (President-Elect), Georgia Lindsey (Treasurer), Josh White (Immediate Past President), Kim Armstrong, Roxanne Carter-Johnston, Zoya Claus, Laurie Falk, Ivy Haines, Matthew Holt, Aaron Howell, Janice O'Hara, Jessica Russo, Francesca San Giorgio. Guests: Dave Norris, Luke Bruin. Staff: Abby Tammen, Ian Desautel, Ali DiGuardo.

Welcome and Call to Order

President Spigone called the meeting to order at 9:01 a.m. The Board acknowledged the Antitrust Statement.

Approval of Consent Agenda

A **MOTION** was **MADE, SECONDED** and **UNANIMOUSLY APPROVED** to accept the consent agenda which included the February 25, 2026 meeting minutes and the new members listed below.

New Members

02/20/2026-2/26/2026. Cheyenne Cockrell, Keller Williams Alliance-Charlottesville; Melody Jennings, HomeSell Realty; Veronika Mihalikova, Nest Realty Group

3/1/2026-3/31/2026. Michael Bender, The Timbers Group; Patricia Gooden, Wintergreen Realty LLC; Kenneth Hamblin, INNOVATE Real Estate; Erin Ludwig, Keeton & Co Real Estate; Sarah Struckmann, Story House Real Estate; Kaity Yang, Real Broker LLC-McLean VA.

4/1/2026-4/13/2026. Colleen Hellems, Howard Hanna Roy Wheeler-Zions Crossroads; Lori McCarty, Real Broker, LLC; Sharad Silwal, ONEST Real Estate, LLC.

Treasurer's Report

January & February 2026 Financials

Mr. Bruin reviewed the January and February financial reports. A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to accept the January and February 2026 financial reports as presented.

2025 Audit Update

An extension for our 2025 tax return has been filed. The final 2025 Audit report will be reviewed at the May Board meeting.

Special Presentations

CAAR Foundation

Executive Director Dave Norris reported the Foundation will be featured at a Tom Tom Festival Lunch & Learn. He shared that the Homeownership Navigators program is progressing well, with 14 REALTORS® completing the training and being matched with potential buyers. He also noted that the CAAR Foundation, in collaboration with the Blue Ridge Home Builders Association, is planning the second annual benefit concert on October 1.

MLS Subscriber Appeal

A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to deny the appeal and uphold the violation and fine placed on MLS listing #672783.

President's Report

2025 CEO Evaluation Process

Mrs. Tammen's CEO evaluation process is complete.

Virginia REALTORS® Membership Numbers

President Spigone reviewed CAAR's membership numbers compared to the rest of the local associations around the state.

Board Strategic Discussion

Corporate Restructuring Update

President Spigone provided an update, noting that the IRS 501(c)(6) application has been drafted and is currently under review by Don Long of Flora Pettit PC. Additionally the CAAR and Hilldale Conference Center building will be appraised to determine appropriate rent values for lease agreements.

Board Action Items

MLS & Project Teams – Minutes & Motions

A **MOTION** was **MADE, SECONDED, and UNANIMOUSLY APPROVED** to accept the NAR mandated MLS rules & regulations changes as presented.

A **MOTION** was **MADE, SECONDED, and UNANIMOUSLY APPROVED** to add 2 additional fields to the Paragon MLS platform to capture leased equipment on the property that is needed to complete the new VR 600 Residential Purchase Contract.

- a) Leased equipment on the Property? Y/N
- b) Leased Equipment Description: Free text field.

Committee Updates

Multiple committee announcements and reminders were made by the Young Professionals Network (YPN), REALTORS® Political Action Committee (RPAC), and Diversity, Equity, and Inclusion (DEI) Committee.

Items from the CEO

MLS RFP Process Update

CEO Tammen provided an update on the residential MLS Request for Proposal (RFP) process and shared that four potential vendors will be responding to the RFP.

Trestle Data Share Update

CAAR and the Central Virginia Regional MLS have signed a data share agreement, which is currently in queue with Paragon for integration and completion. This task remains a priority for CEO Tammen and the Executive Committee to finalize. Additionally, the Williamsburg Area Association of REALTORS® and the Chesapeake Bay & Rivers Association of REALTORS® are prepared to sign data share agreements, with the goal of completing those agreements and platform integrations by the end of the year.

Investment Review Project Team & Budget & Finance Project Team Updates/Timelines

CEO Tammen shared that four meetings have been scheduled for the Investment Review Project Team, which will review the current Investment Policy for potential enhancements and consider issuing an RFP for an additional investment vendor. She also noted that the Budget & Finance Project Team timeline is currently being developed. The Board will be invited to participate in a series of Coffee Chats that will help determine the proposed 2027 dues and service fees.

Staff Appreciation

CEO Tammen thanked staff for covering during her recent absence.

Next Board Meeting

Wed., May 27, 2026, 9 – 10:30 a.m. at the Hillside Conference Center.

Adjourn

President Spigone adjourned the meeting at 9:59 a.m.

Respectfully Submitted, Abby Tammen, Secretary