

MINUTES
CAAR Board of Directors Meeting
Wednesday, May 27, 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. Guests: David Foley, Courtney Riddick, Luke Bruin, Stephen Shashy. Staff: Abby Tammen, Ian Desautel, Ali DiGuardo, Austin Gunnels. Excused: Francesca San Giorgio.

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 April 22, 2026 meeting minutes and the new members listed below.

New Members

4/14/2026-4/28/2026. Melanie Barthlow, Long & Foster – Charlottesville; Michael Beatty, Four Seasons Realty 1, LLC; Grace Bellows, Samson Properties-Chantilly; Tie She Chavis, Keller Williams Alliance-Charlottesville; Deidre Falls, Monticello Country Realty, LLC; Ben Jauch, Real Broker LLC-McLean VA; Matthew Merlene, Real Broker LLC-McLean VA.

5/1/2026-5/20/2026. Craig Claycomb, Wintergreen Realty LLC.; Jacob Gilley, Gayle Harvey Real Estate, Inc.; Angelo Jennings, HomeSell Realty; Marena Seymour, Find Homes Realty LLC; Kris Spencer, The Hogan Group-Charlottesville.

Treasurer's Report

March 2026 Financials

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

2025 Audit Presentation

Mr. Foley of Robinson, Farmer, Cox Associates, LLC presented the 2025 audit. A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to accept the 2025 audit as presented.

President's Report

Virginia REALTORS® (VAR) Purchase Contract

President Spigone reminded the Board of the email message from the VAR's Legal Team. CAAR endorses VAR contracts only. Questions or concerns should be sent to the VAR Legal Hotline.

Board Strategic Discussion

Mr. Shashy of Flora Pettit provided an analysis outlining key considerations related to pursuing a 501c6 status.

A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** for Staff to continue the drafting of the 501c6 application and execute the data collection and financial analysis noted below by end of August 2026.

Board Action Items

Broker Council – Minutes & Motion

A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to request funding from the CAAR Board of Directors to offer the remote-only format "Strategic Human Firewall" session presented by Robert Siciliano in 2026.

Candidate Review Committee – Motion

A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to accept the Candidate Review Committee members as outlined below.

	NAME	COMPANY	ROLE IN CAAR
	Josh White	Story House Real Estate	Immediate Past President, Ex-Officio
1	Erica Gentile-Hussar	Compass-Avenue	REALTOR
2	Kyle Olson	Montague Miller & Co Westfield	Broker
3	Anthony McGhee	Assist2Sell-First Rate Realty	Broker
4	Matthias John	Corcoran Wiley-Charlottesville	REALTOR
5	Sydney Robertson	Loring Woodriff RE Assoc.	REALTOR
	Abby Tammen	CAAR	Staff Liaison

Communications Committee – Minutes & Motion

A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to adapt the CAAR Professional Honor Society program to allow Appraisers the opportunity to apply.

Operations Committee – Minutes & Motions

A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to update the billing and collections policy as outlined.

Day	Action
1	MLS & Key fees billed to subscribers
21	1 st Payment Deadline
22	Service suspended; \$25 Late Fee applied, per service
28	2 nd Payment Deadline
29	Immediate service deactivation; active listings transferred to Broker or withdrawn
30	Reactivating service requires Reinstatement Fee of \$50

A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to allow the proration of key service fees when a member joins the service.

A **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to bill subscribers for all MLS log-ins required to conduct business in the manner in which they choose.

A **MOTION** was **MADE, SECONDED**, and **APPROVED** to buy back lockboxes from the broker with the largest supply of unused/unassigned lockboxes at the cost of \$60/lockbox. If that broker is unable to provide all 300 boxes, Staff will open up the purchase from subscribers who have at least 10 unassigned lockboxes to achieve the total purchase. (Aye 12; Abstain 1).

Committee Updates

A reminder was made that the Young Professionals Network (YPN) Waterpalooza event has been postponed to June 24th.

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 three out of the four potential vendors responded to the RFP.

Next Board Meeting

Wed., July 22, 2026, 9 – 10:30 a.m. at the Hillsdale Conference Center.

Adjourn

President Spigone adjourned the meeting at 10:37 a.m.

Respectfully Submitted, Abby Tammen, Secretary