

**MINUTES**  
**Charlottesville Area Association of REALTORS®**  
**Operations Committee**  
**Mon., June 8, 2026**  
**Hillsdale Conference Center and Zoom**

**Attendance**

**Present:** Hal Johnson (Vice Chair), Anne Burroughs, Pam Dent, Emily Dooley, Tele Jenifer, Jason Kirby, Heather Lavelle, Georgia Lindsey (Treasurer & Board Liaison), Pat Sury. **Excused:** Mike Gaffney (Chair), Ashleigh Abrams. **Staff:** Ali DiGuardo, Abby Tammen.

**Call to Order & Antitrust Statement**

Vice Chair Johnson called the meeting to order at 11:01 a.m. Vice Chair Johnson reviewed the CAAR Antitrust Statement.

**Minutes**

Minutes from the May 11, 2026 meeting were accepted as presented.

**Treasurer's Report**

April 2026 Financials

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

2025 Audit Completed

The final report was approved at the May Board of Directors meeting.

**Board Update**

All the Operations Committee motions from the May 11, 2026 meeting were approved by the Board of Directors.

**Old Business**

New REALTOR® Incentive Program Review

A **MOTION** was **MADE, SECONDED, and UNANIMOUSLY APPROVED** to sunset the New REALTOR® Incentive Program, with all associated benefits and activities concluding by December 31, 2026.

The two classes continue to be relevant; therefore, the Professional Development will offer the classes as part of their calendar of education and events. They will determine how often and when the classes will be held.

Affiliate Recruitment Campaign Review

A **MOTION** was **MADE, SECONDED, and UNANIMOUSLY APPROVED** to approve the implementation of an Affiliate Recruitment Incentive Program, awarding a \$25 gift card — funded through CAAR credit card reward points — to any REALTOR® or Affiliate Member who successfully refers a new affiliate member to CAAR upon completion of their membership and payment of dues.

**New Business**

New Governing Documents

A **MOTION** was **MADE, SECONDED, and UNANIMOUSLY APPROVED** to accept the Artificial Intelligence (AI) Policy as amended to show annual review of the policy.

A **MOTION** was **MADE, SECONDED, and UNANIMOUSLY APPROVED** to accept the Social Media Policy as presented.

**Staff Update**

CEO Tammen provided an update on the MLS evaluation process. A Paragon MLS Evaluation Survey is currently being conducted. Vendor demos will be conducted this summer.

**Adjourn**

Vice Chair Johnson adjourned the meeting at 12:07 p.m.

Respectfully submitted, Abby Tammen, Staff Liaison