

MINUTES
Charlottesville Area Association of REALTORS®
Operations Committee
Mon., August 10, 2026
Hillsdale Conference Center

Attendance

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

Call to Order

Chair Gaffney called the meeting to order at 11:00 a.m.

Antitrust Statement

Vice Chair Johnson reviewed the CAAR Antitrust Statement and the AI Policy.

Minutes

Minutes from the June 8, 2026 and July 20, 2026 meetings were accepted as presented.

Treasurer's Report

June 2026 Financials

Following review of material by Treasurer Lindsey, a **MOTION** was **MADE, SECONDED**, and **UNANIMOUSLY APPROVED** to accept the June 2026 financial report as presented.

Budget & Finance Project Team Update

The Project Team met on two occasions and submitted a recommendation regarding 2027 dues billing.

Board Update

June & July Board Motions Discussion

Treasurer Lindsey noted that the Board approved both Committee motions from June and July.

New Business

Hillsdale Conference Center (HCC) Reporting

Staff reviewed an HCC financial report and noted that while HCC has not yet met its budget goals, the investment in the new database is providing a solid foundation for future growth. CAAR currently receives a reduced rental rate for use of the facility, but that arrangement is expected to change in 2027. Although HCC is not projected to break even in 2027, adjustments to the business model are being implemented to support long-term sustainability, including rate increases, expanded sales efforts, and greater market exposure.

The Committee requested that future reports include:

- A comparison of CAAR events versus events hosted by outside organizations.
- Income projections for the upcoming year.
- Revenue analysis by event and/or client.
- Monthly booking trends and performance metrics.

Document Review Project Team Update

The Project Team met in two subgroups and will reconvene as a full group to review all proposed changes and potentially approve them as amended. The Operations Committee will receive a comprehensive review package on **Mon., Aug. 24th**, including a summary of proposed revisions, a redline version, and a clean copy.

Finalize 2027 Dues Billing Recommendation

A **MOTION** was **MADE, SECONDED** and **UNANIMOUSLY APPROVED** to recommend the dues and

service fees as outlined in the 2027 dues and service fee comparison spreadsheet (see accompanying document).

Staff Update

MLS Evaluation Project Team Update

The Project Team is reviewing data and feedback to inform its MLS recommendation. The recommendation is expected to be presented to the Operations Committee and Board of Directors in October for consideration and possible approval.

Next Meeting

September 2, 2026, 1 – 2:30 p.m., hybrid attendance

Adjourn

Chair Gaffney adjourned the meeting at 11:50 a.m.

Respectfully submitted, Abby Tammen, Staff Liaison