



REALTORS® Political Action Committee of North Dakota (RPAC)

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2016 TRUSTEES

Chair:

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Vice Chair:

*16 Tate Cymbaluk (FPC)
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Jill Beck
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Members:

*16 Ron Volk, GRI
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*18 Sharon Lunski, CRS, GRI
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*18 Mike Swartz
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*16 Larry Louser, ABR/M, GRI
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*17 Doris Hoff, CRS
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EX OFFICIO:

Cindy Harvey, CRS, SRES
President

Lyn Dwyer, GRI
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Greg Larson, GRI (FPC)

Mary Splichal, CRS, GRI (FPC)

Scott Breidenbach, GRI
RPAC Fundraising Chair

Patricia Schlosser, CRB, GRI
Government Affairs Cmte Chair

Staff:

Nancy R. Willis, NDAR
Government Affairs Director

RPAC TRUSTEES

Friday, March 11, 2016
10 a.m. (CST) Conference Call

Present: Barb Grande, Chair; Tate Cymbaluk, Vice-Chair; Jill Beck, Secretary-Treasurer; Doris Hoff, Ron Volk, Sharon Lunski, Mike Swartz, Larry Louser. Staff: Nancy R. Willis

Presiding: Barb Grande, Chair

Grande called the meeting to order and roll was taken.

1. 1/27/2015 meeting minutes were approved. **M/S/C**
2. Willis told Trustees that NAR has created a "Best Practices for Choosing REALTOR® Champions" course. Willis was trained in DC and some NDAR AEs and local board members were trained in Jamestown in February. Goal is to improve and standardize local disbursement of funds to candidates.

Trustees then reviewed and approved bylaws recommendations made by staff as follows:

- Article II. Organization, Section B. Committee Membership, Subsection 2. Reflect in bylaws that trustees have allowed NDAR President and President-elect to be ex-officio, non-voting members in executive session when candidate contributions are determined and add language requiring Trustees to sign confidentiality agreements. Trustees did not want language about ex-officio members added and a motion was made to no longer allow anyone but trustees in executive session when candidate contributions are determined. **M/S/C** Trustees agreed by consensus that Trustees should sign confidentiality agreements.
- Article II. Organization, Section C. The Trustees of RPAC, Subsection 1. Composition. Staff asked if there should be criteria for trustees and Grande asked if term limits should be adopted. A motion was made that trustees must be RPAC investors at a minimum 99 Club level and that they must have served one year on the NDAR Government Affairs Committee or their local Government Affairs Committee or local RPAC Trustee Committee. **M/S/C** Trustees chose not to impose term limits after considering that some small boards may not have the interest or the number of members to make this feasible.
- Article II. Organization, Section C. The Trustees of RPAC, Subsection 2. Duties. To add the following language to reflect current practice. "Trustees may delegate administrative activities to staff and fundraising activities to the NDAR RPAC Fundraising Committee." **M/S/C**
- Article II. Organization, Section D. Officers, Subsection 1. Designations. Add the word "Chief" to Executive Officer to reflect correct title. Subsection 2. Duties. c. Replace "he/she" with "Secretary-Treasurer" and add the following language to reflect current practice, "The Secretary-Treasurer may delegate

certain of his/her responsibilities to staff carrying out the responsibilities of RPAC Coordinator.” **M/S/C**

- Article IV. Operations, Section B. Solicitation Statement, revise paragraph to specify who is a solicitable individual and that RPAC may not legally receive contributions from non-members as these are prohibited by law. Section C. Participation in RPAC, Subsection 1. Definition. Revise paragraph to define solicitable individuals and stating that RPAC has the right to refuse participation and to accept or return contributions from any individual. **M/S/C**
- Article IV. Operations, Section D. Books, Records and Finances, Subsection 1. Books and Records. Make the first letters in the words “federal” and “state” lower case. Change the word “should” to “shall” for periodic audits. Subsection 3. Deposits. Remove reference to “Board of Directors” as RPAC is independent and add the words “as required by law.” Section E. Credit Cards. Change the word “donations” to “contributions” in two instances; add American Express to the list of accepted credit cards and change the word “over” to “greater”. Add Section F. Policies stating: “RPAC Policies are contained in a separate document and address the operational activities of the Committee.” Change original Section F to Section G. **M/S/C**

3. Financials – Trustees reviewed the 2015 Board Investment Report; the Secretary of State’s Report and the spreadsheet showing the funds available to local boards.
4. RPAC Funding for State Offices – Grande asked Trustees to consider contribution levels for statewide candidates and referred Trustees to a sheet going back to 2004 showing what has been invested in the past. Willis told Trustees additional documents had been sent out showing who were declared candidates as of now and asked Trustees to let her know if they hear of any incumbents not running in their districts. Louser said neither of the two incumbents in District 40 is seeking reelection – Frantsvog due to health and Klein due to age. Louser suggested Trustees wait to determine candidate contributions until later in the year when more RPAC contributions are available. Trustees agreed by consensus.
5. 2016 Federal Candidates and NAR Request – Trustees were told that Report Cards for Sen. Hoeven and Rep. Cramer were included in their packets. Grande asked the wishes of the committee in regard to a request from NAR for authorization to contribute \$1,000 to Rep. Cramer’s 2016 primary campaign. A total of \$4,000 will be contributed. \$3,000 will be accounted for via FPC and DC use of funds. A motion was made and approved to approve the contribution. **M/S/C**
6. House GOP Leadership Fund request – Grande asked the wishes of the committee in regard to a request from the ND House Republican Leadership Fund for \$1,000. Willis said this fund replaces the former Victory Club which has requested funds every year and which Trustees have approved. Willis said RPAC also has contributed a similar amount to the Democratic NPL Party. Motion was made and approved to contribute up to \$1,000 each to the ND House Republican Leadership Fund and to the Democratic NPL Party. **M/S/C**
7. Grande told Trustees that interviews of candidates for statewide races will take place Saturday, July 23, 2016 at the Grand Hotel in Minot. Willis urged any Trustees who planned to reserve a room not to delay as State Fair tickets went on sale March 1 and rooms go quickly. Grande said Trustees should be thinking about questions they want candidates to answer and if they think of any they can send them to staff. She also asked if Trustees intended to again interview all candidates. Consensus by Trustees was that all candidates will be interviewed. She asked staff to send out information about the process and questions from last time.

Grande said the next meeting will be face-to-face on June 8 in Bismarck during the quarterly NDAR Board and Committee meetings. Everyone said they would attend. Grande said at this meeting Trustees can determine contributions for statewide candidates and have additional discussion about Trustee criteria.

There being no other business, the meeting was adjourned at 10:15 a.m.

Respectfully submitted,
Nancy R. Willis, GAD