



To advocate for the success of our members in partnership with our local Associations and the National Association of REALTORS®

Board of Directors Minutes

Thursday, February 16, 2023

9:00am CST – Courtyard by Marriot Bismarck North

President Elect Nick Olson called the meeting to order at 9:00am. He shared that he would be leading the meeting, as President Kevin Fisher was unable to join. He welcomed everyone and thanked them for coming. He reminded attendees that their electronic devices should be put away. It was disclosed that Robyn O’Gorman, Jamie McLean, Sarah Caldwell, and Jill Beck would have their devices.

Nick Olson then introduced Laura Stafslie, the new Association Executive for the Jamestown Board of REALTORS®. He recognized Scot Nething, retiring Jamestown Association Executive, and thanked him for his service to North Dakota and the Jamestown Board.

Gloria Palm Connor then gave the inspirational message. Maureen Bartelt led the pledge of allegiance and the REALTOR® Pledge.

The consent agenda was then reviewed:

- a. Minutes from October 20 | November 21 | December 28
- b. Local Board Reports
- c. Calendar of Upcoming Events
- d. ND Real Estate Commission Update
- e. 2023 Dues Renewals & Member Stats
- f. 2022 RPAC Results
- g. 2023 NDAR Committee List
- h. 2023 NAR Committee Appointments
- i. NAR Annual Conference Committee Reports
- j. Ratification of Local Board Appointments (Replacing terms that expired 12-31-22)

RPAC Trustees (3-year term):

Bismarck Mandan – Karin Haskell

Williston – Tate Cymbaluk

Grievance (3-year term):

Minot – Cindy Harvey

Fargo – Hollie Kietzer

Badlands – Diane Duchscher

A motion was made to approve the consent agenda. **M/S/C**

CEO Jill Beck then discussed NAR’s optional/additional insurance offerings. She shared that NDAR’s legal counsel reviewed the current insurance program and has advised that we do not need additional coverage. She shared that there have been conversations of other associations investing in additional insurance amid



growing cyber concerns. A motion was made that NDAR not purchase additional insurance unless recommended by NDAR's current insurance carrier. **M/S/C**

Nick Olson then reminded Board members of their fiduciary duties, and pointed them to the video, "Fiduciary Duties Owned by Directors," which had been sent out via email. Robyn O'Gorman reminded Board members that they must submit completed Conflict of Interest Forms to her as soon as possible.

Nick Olson then touched on President Kevin's intended topics for his President's Report. He emphasized the importance of RPAC, Issues, and the REALTOR® Relief Foundation (RRF). He shared that for every \$50 given to RRF, members can be entered into a raffle to win a REALTOR® branded Harley Davidson (up to 3 entries).

The Board then reviewed the 2023 Annual Plan. A motion was made to approve the 2023 Annual Plan as presented. **M/S/C**

Statewide Forms Committee Chair Tricia Schlosser then gave an update on Statewide Forms. She thanked the Board of Directors for their support of Statewide Forms over the past two years. She thanked Amber Carlton for chairing the committee while the forms were being created, and thanked Jill Lee for drafting and formatting the supplementary forms. She recognized each board/association's representative on the committee: Tricia Schlosser, Bismarck; Nicole Schoeder, Badlands; Amber Carlton, Fargo; Phil Vanyo, Grand Forks; Beth Keller, Jamestown; Shari Anhorn, Minot; and Jill Lee, Williston. Tricia emphasized that the goal of Statewide Forms is for consumer protection first, and secondly a member benefit when completing transactions statewide. She emphasized that these forms are being introduced as a final product. She shared that these forms were reviewed and either changed/approved by Casey Chapman.

After discussion, a motion was made to adopt the Statewide Forms Library. **M/S/C**

The Statewide Forms Committee Job Description and the Statewide Forms Policy were then reviewed. Jill Beck shared that a job description must now be adopted since the Statewide Forms Task Force has been changed to a standing Statewide Forms Committee. Tricia Schlosser shared that the Committee worked to create a Statewide Forms Policy to be put in place before the forms are launched.

The job description is as follows:

Purpose: Responsible for the creation, submission, and management of the NDAR Forms Library recommended for use by the Association membership. The Committee Chair or the Chair's designee will work with the Staff Liaison to submit forms to the Forms Vendor. The committee is responsible for having all forms reviewed by NDAR Legal Counsel prior to their release or update.

The committee will take direct input, in writing, from members. They can suggest modifications, creation, deletion, or addition of forms for the NDAR Forms Library.

The goal of the committee is to ensure that the NDAR Forms Library contains accurate, up to date, necessary forms to assist REALTORS® throughout a real estate transaction.

Term of this committee is from July 1 and ends on June 30.

Qualification Considerations: Committee members must be proficient with NDAR's Forms Library. Committee members are appointed by the State President who shall appoint one member from each local Board from a list of one or more names submitted, along with application(s), by each local Board

President/Association Executive. Terms are staggered 3-years. There shall also be a Director in Charge from the Executive Committee.

A motion was made to accept the Statewide Forms Committee Job Description and the Statewide Forms Policy, with the change of “Sample” to “watermarked version” on the Policy, pending legal review. **M/S/C**

(See attached Statewide Forms Policy)

Committee Updates:

Government Affairs Committee Chair Jamie McLean gave an update. Jamie shared that both of NDAR’s bills, HB 1188 and HB 1190, have passed through the House and will now crossover to the Senate. He shared that HB 1107, an appraisal bill, has passed through the House and now may have amendments introduced on the Senate side. Jamie pointed Lisa Feldner’s bill tracking summaries out to attendees and encouraged them to read through the summaries. Jamie shared that the Legislative Social went well, with nearly 50 legislators and state officials present, including Governor Doug Burgum. Finally, he congratulated Representative Josh Boschee on winning the Claus Lembke Political Involvement Award.

Director Liaison Nick Olson then gave a Professional Development update. He shared that the committee met and discussed how to promote Diversity Equity & Inclusion (DEI) in North Dakota by utilizing NAR grants. The committee also established a Mentorship Task Force to look into creating a mentorship program for REALTORS® in North Dakota. He shared that the committee is also looking into recommendations for 2024 required education recommendations to the NDREC. He shared that NDAR won the \$5,000 C2EX grant yet again and recognized Jill Lee for championing the program. Robyn O’Gorman shared that North Dakota is one away from 200 C2EX completions. Jill Lee shared that there is a C2EX app coming out soon, which will allow members to challenge other members to complete the program. Jill Lee then shared updates from NAR’s Professional Development Committee and shared that North Dakota members can get GRI through the Minnesota Association.

Chair Amber Kraft then gave an update from the RPAC Fundraising Committee. She shared that the committee met on January 31 and discussed fundraising plans for 2023. The committee is working to create more handouts and information on RPAC that is North Dakota focused. The committee also set RPAC fundraising goals for the year.

A motion was made to accept the RPAC Fundraising Committee’s recommendation to set the 2023 RPAC Fundraising Goals as \$90 per capita, 75% member participation, 80 major investors, 50 presidents club, 75 capitol club, and 200 pinnacle club. **M/S/C**

Benefits Group Representative Shawn Ostlie then gave an update on the benefits group. He encouraged attendees to sign up and shared that there is no specific enrollment period. You can go to the website, ndrealthbenefits.com, at any time to get a quote. He shared that they now offer disability and life insurance.

CEO Jill Beck gave a financial update. She reviewed the 2022-year end financials. She shared that nothing was out of the usual, outside of income that came in as a result of Convention. NDAR did match what was budgeted for 2023 dues renewal. Jill shared that NDAR is on par for the 2023 budget. The accountants will have a full financial review of 2022 for the June Board of Directors meeting.

A motion was made to accept the financials as presented. **M/S/C**

Jill Beck then gave a CEO's update. She shared that a lot of work is put on hold during session as legislative dealings take precedence. She shared that there are more copies of the RPR report, which was given out at the Legislative Social, available for those interested. Finally, she shared that Nancy Deichert has been hired part time to help with NDAR's bookkeeping and other duties as assigned.

Nick Olson shared that NAR is hosting the Legislative Meetings in Washington, DC. Nick stated that registration for the meetings is now open and he encouraged everyone to attend. The meetings will be hosted May 6-11, 2023. A full schedule is available on legislative.realtor.

Jill Beck shared that the REALTOR® Convention of the Dakotas being hosted in Sioux Falls, SD, in September. Hotel information has not been released, but registration is open. She shared that the REALTOR® Association of the Sioux Empire is looking for a convention ambassador, who they will create the content for in order to promote the convention in ND. She asked that anyone interested let NDAR know.

Being no further business, meeting adjourned at 11:05am.

Respectfully submitted: Sarah Caldwell, Communications Director