



North Dakota Association of REALTORS®

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

### **Professional Development Committee Minutes**

Tuesday, June 13, 2023

1:00 pm CT – Missouri Room at Holiday Inn Bismarck, Bismarck, ND

Chair-Elect Vicky Matson called the meeting to order at 1:00 pm. She welcomed everyone and introductions were made.

A motion was made to approve the minutes from February 2, 2023. **M/S/C**

The committee reviewed the current committee purpose as well as a recommendation from NDAR's Executive Committee to incorporate DEI, Fair Housing, and member benefits into the committee purpose. After discussion, the committee drafted a new committee purpose to go before the Board of Directors for approval, which reads: "To develop, schedule and plan all educational activities of the Association, while promoting DEI, Fair Housing, C2EX, and member benefits." **M/S/C**

Chair-Elect Vicky then reviewed the 2023 Required CE Topics, which is 12 CE hours total for all licensees, including 3 hours on Contract Law with Administrative Rules Changes for Salespersons, Brokers & Broker Associates, and 3 hours on Agency Law – A Broker's Perspective for Brokers & Broker Associates.

Sarah Caldwell then reviewed the 2023 Education Caravans hosted by NDAR. The Statewide Forms Caravan, which ran May 22-25, received positive feedback statewide. The other two caravans, including Contract Law with Administrative Rules Changes and Agency Law – A Broker's Perspective, will run June 19-22 and July 17-20, respectively. Registration for Contract Law is currently open.

Possible mandatory topics for the future: Advertising, Diversity Equity and Inclusion, Contract Law with a Focus on Purchase Contracts, Buyer's Agency, Tracking Earnest Money (Brokers/Broker Associates), Broker Responsibility (including trust account, etc.),

The committee then discussed possible recommended topics for the 2024 Mandatory CE topics. A motion was made to make a recommendation to the Board of Directors and the NDREC to have the 2024 Mandatory CE topic for Salespersons be Contract Law with Focus on Purchase Contracts and for Brokers/Broker Associates to be Broker Responsibility. **M/S/C**

Objectives:

Contract Law with Focus on Purchase Contracts:

- All elements of a purchase
- Procuring cause
- Negotiating
- Disclosure
- Agency relationships

Broker Responsibility:

- Earnest Money
- Office Policies required by NDREC (Agency)

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- Advertising

A motion was made to approve these objectives as a recommendation to the Board. **M/S/C**

Jill Beck then reviewed NAR's new Fair Housing training requirement. Realtors will be required to complete Fair Housing training on a three-year cycle, coinciding with the existing cycle for Code of Ethics training. This requirement begins in 2025.

Mentorship Task Force Chair Heidi Hilzendeger then gave a Mentorship Task Force update. She asked for a more charged focus from the committee, and for clarification on if the intent of the mentorship program was a request for leadership recruitment, new members, or an involvement increase. Shawn Ostlie shared that it was intended to focus on getting more members involved and that more leaders would come from that. The goal would be that current or past involved members take on a newer, less involved member and teach them basic involvement. The program would have two tiers – mentors for leadership and mentors for involvement.

The committee then discussed how to utilize the \$5,000 C2EX Grant North Dakota was awarded by NAR. After discussion, a motion was made to recommend to the Board of Directors that the grant be split evenly between the local boards for the purpose of C2EX promotion on the local level. **M/S/C**

Chair-Elect Vicky tabled the review of ND Designations & Certifications for the next committee meeting and asked committee members to look into the included numbers in more depth in the meantime.

Jill Lee then gave an update on NAR's Professional Development Committee. She shared that there has been a focus on C2EX, and NAR is currently creating a mobile app for members to download onto their phones. She also took the opportunity to promote GRI, and shared that Minnesota's GRI program (that ND members have reciprocity with) is one of the best in the country.

Being no further business, the meeting adjourned at 2:30 pm.

Respectfully submitted: Sarah Caldwell, Communications Director