

MINUTES

1. Call to Order

2. Roll Call: (Need 8 for quorum)

Arden, Deana (P)	Garvey, Dave (P)	Martin, Doug (P)
Bacon, Matt (P)	Hirsch, Larry (P)	Overdeput, Hugo (P)
Boufford, Jeff (P)	Jean, Bill (P)	Robinson, Joe (P)
Callaghan, Tenley (P)	Johnson, Star (P)	Stallkamp, Christian (P)
Forte, Scott (P)	Kingsley, Scott (P)	
Friedman, Joe (P)		

3. Secretary's Report – S. Johnson

- A **MOTION** made to accept the minutes for the **February** 2021 meeting was **SECONDED** and **APPROVED**.

4. President's Report – J. Friedman

A. President's Update

1. NEREN Update

- NEREN had a shareholders meeting March 10th. Joe Ryan sends out the Talking Points on that. Allison posts the points in the Newsletter and on the website. Allison will send out those points individually to the CIBOR Board members. There is competition for data among service providers. At NECPE BOD meeting we will layout a synopsis of what is going on. We will form a task force at NECPE meeting. At issue is what is the worth of our data is?

2. NECPE Update—See above.

3. Legislative Updates:

- NAR's legislative meetings will be online and are being held May 3-14th.
- The C5 Summit is being held Sept 27-29th in NYC. Joe mentioned he is looking into possibly inviting Mike Bergeron to it.
- Josh Greenwald at NHAR is the liaison between CIBOR and NHAR. It was suggested he should be invited to the Marketing Sessions
- Maggie Hassan is involved in cyber security issues, which affects our

business.

5. Office Administration Report – A. Ropes

- Since the meeting in February there have been 2 new applicants: 1 Realtor and 1 Affiliate.
- The Seacoast Marketing meeting tomorrow has 20 signed up so far.
- The Statewide Marketing meeting next week has 5 signed up so far. I expect that number to go up.
- The 2-credit class, State of the state in NH Commercial Real Estate was held Friday, Feb. 26th. It was very successful with many positive comments on the survey monkey online survey. Originally we had 63 signed up for the class, 46 attended with 17 no shows. Income was at \$ 640 less expenses at 138 for a profit 502.
- The first quarterly meeting, Have you seen my stapler? Welcome to office space in 2021 has 12 people signed up. The paperwork has been submitted to the real estate commission...I am waiting for approval.

6. Committee Reports

A. (Affiliate and Special Events) / (NHCIBOR Cares)– S. Kingsley:

- Will be fundraising for CIBOR Cares at an event this summer. Pursuing a location in Derry—Tupelo. It will be a drive through/in event. Dylan Cruess is looking to help out. Looking to hold a silent auction, maybe have a boxed lunch/dinner type thing. Possibly with golf cart delivery of drinks, etc. There will be music and speakers. Scott asked for input from the Board.

B. (Education) – D. Arden:

- Deana reported the first PBS of the year, “State of the State in NH Commercial Real Estate”, went well.
- Allison mentioned the first quarter meeting next Friday, March 26; the class will be titled, “Have You Seen My Stapler? Welcome to Office Space in 2021”, regarding the impact of Covid-19 on how business is conducted now; Deane felt there was a great lineup of panelists.
- A seminar on marketing tools is planned for May 7.
- Deana would like information on cyber and physical security safety class.

C. (Finance) – J. Boufford:

- **MOTION** to accept the month end financials for February 2021. **MOTION** was **SECONDED** and **APPROVED**.
- There was a discussion of allocating travel allotments for the upcoming C-5 Conference, which Tom Riley and Bob Marchewka reported on in the February meeting. It was suggested that sponsorships could be solicited to help pay for these. Allison or Bill Jean noted that there would be \$8500 available from the budget from unused funds, and, and additional \$3000 from unused NECPE funds that could be used, so we should have no problem covering these costs. It was asked whether people would be willing to attend the conference given travel limitations. Joe stated he is willing to go.
- Joe felt using sponsorships to pay for attending was not a good option. Bill Jean asked when the deadline for was for registering; June 30 sounded reasonable; by then travel restrictions might be loosened.
- Bill Jean moved to confirm availability of funds now to use for Directors' attendance at C-5. **MOTION** was **SECONDED** and **APPROVED**.

D. (Grievance) – S. Johnson:

- Joe Freidman asked that we move up Professional Standards under Grievance on the agenda to reflect the relationship between the 2 committees. Star stated there was nothing new to report.

E. (Membership) – B. Jean:

- **MOTION** to approve new provisional member applications subject to names being published as per CIBOR bylaws. The **MOTION** was **SECONDED** and **APPROVED**.
- Membership Update: There has been a decrease in Affiliate membership, down 30, but Bill felt it would bounce back. Scott asked if there was any particular reason? Bill thought people were struggling with Covid issues, and not seeing the benefit of membership. Allison thought people were waiting due to Covid-related issues, but new members would be coming in; renewals are coming in, and people see value in CPE and courses.

F. (Professional Standards) – L. Hirsch: Nothing new to report.

G. (RPAC/IMF) – S. Forte: Nothing new to report

H. (Sponsorship) – J. Robinson:

- Joe and Jeff discussed lumping into two groups: short term opportunities, sell webtiles?, and longer term class sponsorships. Deana thought there were opportunities to sponsor education events.
- Looking into a possible golf tournament in 2022; Doug mentioned that Chris Norwood and Dave Gambaccini might be able to help with this as they have done this before.

I. (Public Policy Committee/Government Affairs) – D. Garvey:

- PPC met on March 11th. Discussion evolved around the omnibus process. Feel it would be harder to get things passed this year. Repealing Housing Appeals board. HB227 has NHAR support. Other bills mentioned were HB160, limiting periodic rent increases (NHAR opposes); HB550, eviction relief in state of emergency; HB158, deferred prime wetlands (no NHAR position); fixing AOT process: fish and game holding it up; HB235 – groundwater withdrawal-permitting harder and costlier for development.
- Tenley reported Pat McDermott will be sending in contract for signature.

J. (NHCIBOR Cares) – D. Martin: Nothing new to report except for fundraiser Scott spoke about.

K. (Commercial Designation) – D. Garvey:

- Met as a group and have a preliminary agenda...Bill will circulate an outline of courses to the board. The 101, 102, 3, 4 and 5 are on the calendar. They will talk with Deana about coordinating courses with Professional Development Series courses, possibly in June, Aug., or later in Fall.
- Coordination with the State for accreditation is ongoing, will need Allison's help with this.
- All courses will be by Zoom for the time being. Scott asked if there were course outlines available. Dave responded they don't have formal outlines yet, but would share what they have. 103 might be a Core course. Joe commented that the committee had done great work, and, that he would circulate outlines that are available.

7. New Business:

- Deana: We have had some small issues with NHCIBOR's zip forms. 1st section 21 effective date...should say date – typo to correct. Click on agency and it says seller's agent needs to be remedied. Chris Norwood suggested the real issue regarding forms is that we need to talk long term. We need to track the issues – leverage NHAR forms, and establish a standing committee. Chris is happy to discuss with the board. Tenley agreed on the

need for a permanent committee, felt it wasn't a budget issue, and volunteered to be chair for the Forms Committee; she also felt small technical issues could be addressed by Allison; forms could be incorporated into continuing education, and having good updated forms was a real value to membership, especially in regard to disclosure issues. Scott Forte will be on the committee.

- Allison reported there was already \$500 in the budget dedicated to forms; she also stated she would contact Zipforms to correct the technical issues reported.
- It was brought up that the committee should have a mission statement, and there was discussion about how to establish a new committee. It was stated that Joe had the ability under the Bylaws to create committees. Matt suggested that we establish a purpose and scope in the recorded minutes for this committee. And that, while Joe may very well have the ability to simply establish a committee, it's just good procedure based on his understanding of Robert's Rules and governance best practices to do so. He further felt, for this purpose, Joe and Tenley had stated it well – the committee will provide review and improvements to the forms proactively to add value to our members, with a specific focus on proactive compliance and communication of all necessary changes to disclosures and other relevant state laws and rules. The committee will have to meet at least annually to achieve this, with the discretion of the chair of the committee or CIBOR President to call additional meetings.
- Joe then stated he would move the existing Forms' Task Force to a full "committee" level, to update forms on an ongoing basis, and for the protection of the members.
- In additional New Business, Bill Jean spoke about 2 things:
 1. Advertising opportunities in the Educational calendar
 2. Opportunities for professional development coordination with NHAR

8. Adjournment at 9:52 am.

Respectfully submitted,

Star Johnson, Secretary