

MEETING MINUTES

1. Call to Order
2. Roll Call: (Need 8 for quorum) (P) = Present / (A) = Absent
Ethan Ash (P) Garvey, Dave (P) Martin, Doug (P)
Bacon, Matt (P) Hirsch, Larry (P) Robinson, Joe (P)
Boufford, Jeff (P) Jean, Bill (A) Stallkamp, Christian (P)
Callaghan, Tenley (P) Johnson, Star (P)
Forte, Scott (P) Kingsley, Scott (P)
Friedman, Joe (P) Matt Lefebvre (A)
3. Secretary's Report – S. Johnson
 - a. **MOTION** to accept the minutes of the Sept. 2022 Board of Directors meeting.
MOTION was **SECONDED** and **APPROVED**.
4. President's Report – S. Forte
 - a. President's Update:
 1. NHCIBOR/NECPE Governance Update – Present Slate to Approve
 - A motion was made to approve the slate. Motion was seconded and approved.
 - The slate for NHCIBOR is as follows:
 - New BOD: Len Foy (3 years)...taking over for Tenley Callaghan
 - New BOD: Dave Tanguay (3 years)...taking over for Joe Friedman
 - President Elect: Ethan Ash
 - Bill Jean will renew for 3 years for Director.
 - Dave Garvey will renew for 3 years for Director.
 - Star Johnson will stay on as director. Term expires 2023, but he doesn't want to stay on as Secretary. A new Secretary will have to be appointed in the new year.
 - Jeff Boufford will stay on as Treasurer.
 - Allison will send out the slate to Membership for vote.
 - NECPE Governance was discussed, as follows:
 - Joe Friedman will consider renewing for 2023.
 - Nat Roxo will be asked if he wants to renew.
 - Cassie Farley will renew for two more years.

- Matt Lefebvre will renew for 2 years.
- Mike Cobb will renew for 1 year.
- Jeff Boufford will stay on as Treasurer.
- Nicole Canavan will be asked if she wants to renew for 2 years.
- Rose Culver will be asked if she wants to renew for 2 years.
 - Joe F. mentioned that Rose has not attended most meetings.
- New: Laura Nesmith will be joining NECPE for 2 years, replacing Doug Martin.
- New: Brian Dano will be joining NECPE for 2 years.

2. NECPE Marketing/Contract Update – Demo Update

- Ethan reported. The last time he sent Catylist comments – they weren't comfortable with our language and yet they aren't ready to give us the language, have not sent any response. Scott F. is still in conversation with Nancy, even after she has left Catylist, but works as the CEO of the Michigan Commercial BOR, regarding control of our data and leads, and the possibilities of having our own CPE:
- Flex (commercial property) MLS might be a possibility to keep our data and control our leads. Scott and Nancy will be meeting next Wed. at 10:00 am to discuss further – she will explain how it would work, and we will see what some of the other boards are doing. We need other options if Catylist doesn't give us the ability to control our leads. The hope is to have a task force for NECPE and look at other products to consider. Flex MLS will have a demo on Oct. 26th, Wed. at 10:00 am. It might be a viable option. We have a demo with Catylist the following Wed, 11/2.
- Matt Bacon added that we are discussing the MLS option also in case we enter into a 1-year trial period with Catylist, and it doesn't work to our satisfaction. CREXI is interested and might also be an option, but they are slow to respond. Their cost would be \$99/mo. vs. \$34/mo. for Moodies/Catylist, and \$17/mo. for Flex MLS (according to Nancy)
- Scott F. asked if there were any questions.
- Regarding Marketing, Scott F. stated they are on pause, waiting to see what the next steps will be with NECPE

5. Office Administration Report – A. Ropes

- Since the meeting in September there have been 3 new applicants – 2 Realtors and 1 Affiliate.

- The Seacoast Marketing meeting is tomorrow and only in person from now on.
- The Statewide marketing meeting is next Wed.Oct. 26th Live In Person only.
- The new member orientation is scheduled for Oct. 25th, Tuesday, 9-11 am. It will be at Insurrcom's office in person and zoom. We have a lot of members to catch up on the orientation. So far we have signed up 7 in person and 23 on Zoom. 2 Affiliates and the rest REALTORS.
- VHB's course was held Sept. 30th Friday. It was in person only. We had 25 people sign up with 20 showing up and 5 no shows. Income was at \$ 885.00 less expenses \$ 100 for a profit of \$ 785.00.
- Tenley and Suzanne's class Understanding Contracts is next Friday Oct. 28th at TFMoran's training room. It will be in person and on zoom. So far we have 12 for in person and 18 for zoom for a total 30 so far.
- Am working with Lynne Bagby to get credits for her 1031 course. Following up with the Real Estate commission. The class is scheduled in two weeks for Friday, Nov. 4th at TFMoran and will be in person and online – if approved as such.
- I was talking with Jeff Boufford about NHCIBOR's website and about updating it. I have been experiencing many problems with bugs, etc. when updates happen with the website. The first major one happened in the spring before the golf tournament. And since then many annoyances every month. First Tracks has taken care of the items, but the site is just outdated. It needs to be upgraded. I had a call with First Tracks this week and they are going to give a proposal on upgrading it. They know first hand the problems I have been having. Matt Nelson will be presenting the proposal on Thursday, Nov. 10th at 2:00 pm via Google meet. If any of you would like to be there, let me know.

6. Committee Reports:

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

- Scott reported not a lot going on right now, taking a breather before the Holiday Party, which Allison primarily handles, but, standing by to help as needed.
- Scott asked if we sent to the Mixer venue the value of the non-profit donation we will make in their name, and asked to let him know, so he could personally thank them.

b) (Sponsorship) – J. Robinson

- Jeff reported he was working on building the committee, building on last year's experience, mistakes, etc.
- Jeff B. had nothing to add.
- Scott F. had a question as to whether we solicited sponsorships for Special Events, and Jeff wondered if we would have sponsors for the Holiday Party, to which Allison responded yes, and, that she was just starting that process.

- Doug Martin started a discussion about where sponsorship donations go, and that they were not limited to just CIBOR CARES.

c) (Education / Commercial Designation)—Larry Hirsch:

- Joe F. spoke to this. We have made further progress on the schedule, finishing that for 2023: There will be 13 designation courses. Joe will supply a spreadsheet with summary of the courses which he asked Allison to distribute to the BOD, and, then he mentioned several of the course titles.

d) (Finance) – J. Boufford:

1) Financials for Sept. 2022: The financials for Sept. 2022 will be put on file for future review if needed

2) Review and Vote on 2023 Budget:

- Jeff B. started the discussion by pointing out that \$7,000 would be included in the budget for a possible new website, which we have received an estimate for of \$5,000.
- Jeff then mentioned that the Cambridge/Optima CD is up for renewal, and thought the issue should be discussed by the board. He suggested moving the money to a Money Market, as the current interest earned is 1%, noting, too, that all of our funds are in accounts with City Bank. He asked for input.
- Board members suggested it might be a good idea to move the money into short term Treasury bills or other CD's with higher interest rates, possibly exploring options with other banks; Jeff felt it would not be an easy proposition to move our accounts to other banks.
- Matt Bacon noted we have a fiduciary duty to members and that there were FCIC regulations we needed to be aware of.
- Jeff will make some calls and find out rates, review options with Allison, and report back.
- Allison offered that TDBank has always done a good job for us.
- Jeff returned to the question of what to do right now with the expiring CD? Scott asked if we needed a motion to just leave it where it is for now, and Jeff felt it was not necessary, let him research options and report back.
- There was then a review of the 2023 Budget; Allison noted that a lot of work went into putting it together, and she felt it was a good budget.

- Joe F. asked about a \$10,000 line item for the “Designation Program” and wondered what the purpose of it was. Jeff responded it was a holdover from last year’s budget, which they felt might be needed in 2023. Larry H. noted that there will be a need to pay instructors, etc.
- Scott F. asked if there were additional questions regarding the budget:
- It was pointed out it was a deficit budget, and Jeff B. asked if we should increase dues by \$10/member. Dave G. asked if it was necessary. Jeff responded that with just a \$4000 deficit projected, we’d probably still be ok without a dues increase, but with a small dues increase we could even things up. Allison added we have not had a dues increase in several years, and that our dues were still lower than many other boards.
- Dave G. agreed a \$10 increase seemed fine/reasonable.
- Matt Bacon added that there is always a possibility of budget overruns, and we need to make sure we can cover the shortfalls.
- Ethan Ash asked if the dues amounts were different for Primary and Secondary Board members, to which Allison responded they were not.
- Matt Bacon then asked if Jeff could provide a “year over year snapshot” of our spending to make comparisons. Allison wasn’t sure how to do this, but, Jeff thought he could work this up; Scott F. asked them to connect offline regarding this. Jeff commented that we need to keep in mind that during Covid, some expenses were not needed or used, and sponsor donations were off, both of which had a result of offsetting each other, so recent years may not be a good reflection of what will happen moving forward.
- A MOTION was finally made by Dave G. to APPROVE the 2023 Budget with the dues increase of \$ 10.00 per member to \$ 170.00 per year. MOTION was SECONDED and APPROVED.

e) (Grievance) – S. Johnson: Nothing new to report.

f) (Professional Standards) – L. Hirsh: Nothing new to report.

g) (Membership) – Bill Jean: Bill not present, Allison reported in his place, and listed membership applications for the Board to consider.

- 1) MOTION to approve new provisional member applications subject to names being published as per CIBOR bylaws—**APPROVED**
- 2) Membership Update: None given

h) (RPAC/IMF) – Ethan Ash: Nothing new to report.

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

- Dave reported no proactive bills by NHAR under consideration at the moment.

j) (NHCIBOR Cares) – D. Martin:

- Doug felt CIBOR CARES discussion was sufficiently covered in earlier Affiliate and Special Events / NHCIBOR Cares Committee report, see above.

k) (Forms) – T. Callaghan:

- Tenley reviewed the P&S the committee worked on, and there was discussion of portions of the document, including adding a clause regarding 1031 Exchanges, aspects of the “Due Diligence” section, and disclosures needed, particularly the Radon Disclosure. She will be going over this P&S at the Understanding Contracts class next Friday. She hopes to receive input on the changes from the class participants. There will be further discussion with the Committee, and Tenley hope to be able to bring a final version for vote in November at the BOD meeting.

7. New Business: None raised

8. Adjournment at 10:11 am

Respectfully submitted,

William Johnson
Secretary