

MINUTES

1. Call to Order

The meeting was called to order at 9:00 am.

2. Roll Call

Craven, Jason (A)
Dickey, Mark (P)
Dieker, Roger (P)
Duffy, Tom (P)
Jackman, John (P)
Jean, Bill (P)

Keeler, Wendy (P)
Martin, Doug (P)
Nadeau, Chris (P)
Norwood, Chris (P)
O'Connell, Gerry (P)
Panasis, Charles (P)

Penn, Ronald (A)
Slattery, Art (A)
Tremblay, Andre (P)

2014 BOD:

Bob Marchewka (P)
Larry Hirsch (P)
John Cronin (P)

3. Secretary's Report – T. Duffy for J. Craven

- a. **MOTION** to accept the minutes of the November 21, 2013 meeting was **ACCEPTED and APPROVED.**

4. President's Report – T. Duffy

A. 2014 NNEREN Shareholder Voting Representative:

T. Duffy reported that he was at the NNEREN meeting. The decision whether to equalize rates for both REALTORS and Non-REALTORS has been postponed till April.

B. T. Duffy read a good-bye letter from Art Slattery to the board.

C. Marie Bodi will be giving an award to David Choate tomorrow for all his work on the Seacoast marketing meetings. She is getting donations from people and Dave will give it to a charity of his choice. T. Duffy made a **MOTION** for NHCIBOR to contribute \$100.00 to NHCIBOR Cares for David Choate to contribute to a charity of his choice. The **MOTION** was **SECONDED and APPROVED.**

D. TrueForms: Business Brokerage Forms:

C. Norwood said that in 2012, NHCIBOR reviewed its commercial TrueForms, but did not get any business brokerage forms. There are different costs associated with uploading an existing form and uploading a completely new form. C. Norwood made a **MOTION** to expend and add to the 2014 budget under the forms line item \$2,500.00; and have a task force set up to add business brokerage forms. The **MOTION** was **SECONDED and**

APPROVED. John Jackman will take the lead and get a task force set up. John will contact the following individuals to see if they are interested: Brenda Litchfield, Dave Lefebvre, Pam Lynch, and Don Marshall.

E. Proposed Procedure for ROTY and AOTY:

T. Duffy brought before the Board a suggestion by David Choate on changing the ROTY and AOTY procedure. T. Duffy said that a few years ago the process was changed by asking for nominations from members and having membership vote on the ROTY and AOTY vs. having a Nominations committee decide. Tom tabled the issue for discussion at the BOD meeting in January.

F. Tom passed out a polar fleece vests to all NHCIBOR BOD thanking them for their service.

5. **Office Administration Report – A. Ropes**

Allison reported that since the meeting in November, there are 3 new applicants.

To date, 131 REALTORS out of 347 (38%) and 83 out of 139 (60%) have renewed. A reminder email notice went out to Affiliates a couple of weeks ago and a reminder to REALTORS will go out tomorrow.

The holiday party had 50 in attendance out of 80 who signed up. Collections from sponsors and ticket sales totaled \$5,330. Expenses for entertainment, awards, food and meal were \$4,949. CIBOR had a profit of \$381.00.

6. **Committee Reports**

Affiliate – B. Jean reported that the committee is working on a quarterly meeting. There have been a couple of Affiliate meetings to date and there are now 10 members on the committee. Heather Rowan is chairing the committee and is focused on targeting a networking meeting out on the seacoast as well as other areas.

Communications/Public Relations– C. Nadeau reported Cibor hired a consultant to help us develop a strategic plan for 2013. The company is Savoirfaire out of Manchester. The contact, Stephanie has interviewed several of us and has collected data. She will put together a strategic plan and she hopes to bring it before the board in January.

Education – C. Norwood for R. Penn reported that the first quarterly meeting is scheduled for March 7th. Jim DeStefano will be moderator before a panel of Andy Smith, Robert Murphy, Dan Jones, and Neal Barrett. The class will be fashioned like Art Slattery’s “Stay out of Jail” class. The Education Committee is looking for topics for the second quarter: If you have any ideas, please email to Ron.

In Feb., Tom Duffy is going to the RE Commission meeting. The meeting is Feb. 17th at 9:00 am. We need to show the commission the consumer benefits to get credit for our classes. We need to tell them exactly what the issues are and how we need to change it so Cibor can more easily get credits. Tom will send out an email once the meeting is set up.

Finance – B. Jean presented the financials for November 2013. A **MOTION** was made to **ACCEPT** and **APPROVE** the financials for November 2013. The **MOTION** was **SECONDED** and **APPROVED**.

A.Tremblay inquired about moving CIBOR's reserve account to a more profitable situation. Andre will provide a quote on moving the account to Franklin Savings Bank. The topic was tabled for discussion in January. T. Duffy will give an overview for action on the money market account in January.

Governmental Affairs – C. Panasis reported that he has exchanged emails with Lynn Merrill. There will be meetings in January and February and he will report next month. C. Norwood expressed interest in attending those meetings.

Grievance – G. O'Connell had nothing new to report.

Membership – A. Tremblay made a **MOTION** to approve the new provisional member applications subject to the names being published as per CIBOR Bylaws. The **MOTION** was **SECONDED** and **APPROVED**.

Orientation – M. Dickey for J. Craven reported that a task force will be formed by the next meeting in January. Members of that task force will include Tom Duffy, John Jackman and Mark Dickey. The new liaison in 2014 will be Larry Hirsch.

RPAC – T. Duffy for J. Craven reported that T. Duffy will be the liaison in 2014.

Special Events – T. Duffy for A. Slattery said that he was glad to hear reinvigoration of networking events through the Affiliate Committee. We may still try to do orientations in the afternoon and have a networking meeting afterward.

Sponsorship – C. Norwood reported that he will not be working on sponsorship next year. C. Norwood gave a few recommendations for handling sponsorships including:

- 1) Spreading the responsibility to different committees. (Done in the past)
- 2) Could have a single /central person responsible. This has not been done.
- 3) Hire 3rd parties as was done 2 years ago.
- 4) Assign it to staff.

In 2014, Bob Marchewka will be liaison for sponsorship. Bob will come up with recommendations. It was suggested he contact Heather Rowan from Affiliate side and then assemble a group to figure out what to do.

7. **New Business**

C. Norwood updated the board on NECPE's EDC Links and expansion of those links throughout New England. The goal is to solidify NH Business Review, the NEREJ and Union Leader to get links on their site by first quarter. One of the benefits for Cibor is that the only way to get your listings on the NEREJ for example is by becoming a member of Cibor.

In 2014, EDC Update will be under the President's report every month.

8. **Adjournment**

A **MOTION** to ADJOURN the meeting was **SECONDED** and **APPROVED**. Meeting adjourned at 10:25 am.

Respectfully submitted,

Allison Ropes
Executive Officer