

MINUTES

1. Call to Order
2. Roll Call

NECPE Board of Directors

DeSisto, Steven (Ph)	Jackman, John (P)	O'Connell, Gerry (P)
Dickey, Mark (A)	Jean, Bill (P)	Perry, Greg (A)
Dieker, Roger (P)	Litchfield, Brenda (P)	Scanlon, Susan (Ph)
Donovan, Tony (P)	Marchewka, Bob (P)	

Star Johnson: VT Rep Stand In (A)

1. **President's Report** – G. O'Connell

- a. Task Force To Improve Quality/Info On NECPE Update (J. Jackman)  
4 required field deadline has passed with some bugs but overall very well. Would suggest that we have someone from Catalyst ready to handle issues on the switch.
- b. Governance Succession Update: G. O'Connell  
2016 members so far are Gerry, Bob, Steve Desisto (MA), Tony Donovan (ME), Aron Brown, Susan Scanlon (ME), Bill Jean, Kathy DeMello, Brenda Litchfield, John Jackman, Don Marshall, Star Johnson (VT) and Greg Perry (ME).
- c. Per NAR's Core Standards: Changes in Membership Agreement Update  
Gerry working on mark-ups
- d. Update on meeting regarding Maine Listings (Portland)  
Gerry has spent some time working with Maine and would like to improve service and communication. As we refine the service to more Commercial focus will be narrowed even more to Portland South.

2. **Secretary's Report** – R. Dieker

- a. **MOTION** to accept the minutes of the November 19, 2015 meeting was **SECONDED** and **APPROVED**.

3. **Treasurer's Report** – B. Jean

- a. **MOTION** to accept the month end Financials for October 2015 was **SECONDED** and **APPROVED**.

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

- Since the last meeting in October there have been 4 inquiries for NECPE: 2 NH, 1 Maine, 1 Mass.

- Overall the NECPE field changes went well. There was one problem with the Property Description field, but that was resolved in a matter of hours. John has had a couple of people call regarding the Tax ID/APN required field. Catylist has agreed to add a pop out menu “?” to the box explaining that this number is the Map, Block, Lot, Unit (MBLU) from the real estate assessors office. If just the Map and Lot are given by the assessors office, than each number should be separated by a “-“.
- The RPR Session was held October 22<sup>nd</sup>. 25 people had signed up with about 20 in attendance.
- I was contacted by Karon Maddox, Implementation Specialist for RPR yesterday by email. There are a few things that need to be done for the implementation.

5. **Membership Report** – A. Ropes

a. Review New Members

Allison Ropes cited the new members names off of the membership update as of Nov. 13, 2015.

6. **New Business**

No new business.

7. **Adjournment**

A **MOTION** to adjourn the meeting was **SECONDED** and **APPROVED**. Meeting adjourned at 11:42 am.

Respectfully submitted,

Roger Dieker  
Secretary