

**MINUTES**

1. Call to Order
2. Roll Call: *(Need 8 for quorum)*

Brown, Aron (P)	Hirsch, Larry (P)	Marchewka, Bob(P)	Overdeput, Hugo (P)
Cronin, John (P)	Jean, Bill (P)	Marshall, Don (P)	Tremblay, Andre (Ph)
DeMello, Kathy (P)	Johnson, Willliam "Star"(P)	Nadeau, Chris (A)	Valentine, Ralph (P)
Friedman, Joe (P)	Keeler, Wendy (A)	O'Connell, Gerry (P)	
3. **Secretary's Report** – A. Brown
  - a. **MOTION** to accept the minutes of the January 21, 2016 meeting was **SECONDED** and **APPROVED**.
4. **President's Report** – B. Marchewka
  - a. President's Update
    1. RPR Implementation Update (G. O'Connell)

RPR has two training sessions and is also on line to view. New database called UPSTREAM is now also available. This system should be able to give much more demographics and maps. It will also give an idea of what type of business is missing in a selected area which you are searching.
    2. Warren Group Update (G.O'Connell)

It has been about one year. We still have questions on the contract. We should create a task force to go over the issues we are having and come back with some decisions on what to do and ask TWG. We also need to know if we should sign contract going forward. TWG says we should be able to increase our membership by joining by 75-100 members. Are we set up to handle the additional members if it goes over this amount?
    3. Appoint Alternate to NHAR Board of Directors

Wendy Keeler volunteered and was approved to be alternate.
    4. Update Commercial License Designation

How do we get designation.  
\*work with NAR to create path to designation  
\*CIBOR to run courses  
NHAR needs to bless this designation also
    5. Update State of NH DRED Website

A **MOTION** was made to accept the fee structure of the proposed contract with a provision of clause to terminate. The **MOTION** was **SECONDED** and **APPROVED**.

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

Since the meeting in January there are 2 new affiliate applicants and 3 new Realtor applicants.

Renewal process/Collection of Back dues: Since the January meeting CIBOR received a bill from NHAR for \$3,726 for back dues 2015. I did manage to collect all the dues from those members.

Comparing the renewal process to last year, it is an almost exact repeat of the numbers who haven't renewed/notified me. There are 14 REALTORS and 2 affiliates who notified me they are not renewing. And there are 37 Realtors and 23 Affiliates who haven't paid or notified me of their intentions. 25 of those 37 realtor members are secondary board members, leaving 12 who are primary.

The 2016 Leadership Symposium is April 6-8 in North Conway. Kathy will be attending and I need one more person to attend. Last call for any BOD? If no one else, I will see if the Education Committee chairs are interested.

There is an Affiliates After Hours event tonight at the Tap House Grille in Hooksett sponsored by Hinckley Allen. It is from 5- 7 pm with food and open bar for beer and wine.

The Core class was held on Feb. 12<sup>th</sup> at KW in Bedford. We had 22 in attendance with one walk in. We collected \$850 in fees with expenses at \$500 for a profit of \$350.

The Developer's Forum will be held February 23<sup>rd</sup> at Energy Park in Manchester. So far 31 people have signed up.

NHCIBOR Cares commercial real estate awards event will be June 6<sup>th</sup> at the Puritan Backroom in Manchester. There has been a request for nominations that were sent through NECPE and CIBOR. Nominations have to be submitted by Saturday, March 19<sup>th</sup>.

The RPR training is all set for March 2<sup>nd</sup>, Wed.. Morning session in Bedford (GMNBR's office) and afternoon in Portsmouth (KW office). So far I have signed up 4 for morning session and 3 for the afternoon.

The first quarter meeting is scheduled for March 25<sup>th</sup> Friday at SERESC in Bedford. The course is titled, "Understanding Environmental Impacts and How They can Affect Your Real Estate Transactions." Application has been made for 3 credits to the commission. Beth Edes and Bill Barry said it won't be a problem getting the credits, I am just waiting for the paperwork with course number.

## 6. **Committee Reports**

### Affiliate and Special Events – B. Jean

Networking event at Tap House in Hooksett

### Communications/Public Relations – C. Nadeau

Bob Marchewka spoke in Chris' absence. We are waiting on a contract proposal from SavoirFaire and we hope to review the proposal and other vendor proposals at the next Operations meeting.

**Education** – K. DeMello

1<sup>st</sup> quarter meeting 3/25 Start talking about designation 2nd quarter Tenant Rep.  
PDS Tax abatement 10/28

**Finance** – B. Jean

The financials were tabled this month pending information from the accountant.

**Public Policy Committee/Government Affairs** – G. O’Connell

**Grievance** – G. O’Connell

Nothing new to report.

**Membership** – A. Tremblay’s

- 1) **MOTION** to approve new provisional member applications subject to names being published as per CIBOR bylaws. The **MOTION** was **SECONDED** and **APPROVED**.

**Professional Standards** – W. Keeler

Nothing new

**RPAC** – B. Marchewka

We would like to beef up committee. Talk to Tom Riley. We are using grants from NAR .

**Sponsorship** – B. Marchewka

Nothing new

**7. New Business**

A **MOTION** was made to authorize up to \$500 of expenses for Chris Norwood to attend the mid-year NAR meeting. The **MOTION** was **SECONDED** and **APPROVED**.

**8. Adjournment**

A **MOTION** to **ADJOURN** the meeting was **SECONDED** and **APPROVED**. Meeting adjourned at 10:37 am.

Respectfully submitted,

Aron Brown  
Secretary 2016