

MINUTES

1. Call to Order

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

	Hirsch, Larry (P)	Marchewka, Bob (P)	Overdeput, Hugo (A)
Cronin, John (A)	Jean, Bill (A)	Marshall, Don (Ph)	Tremblay, Andre (P)
DeMello, Kathy (P)	Johnson, William "Star"(A)	Nadeau, Chris (A)	Valentine, Ralph (P)
Friedman, Joe (P)	Keeler, Wendy (P)	O'Connell, Gerry (P)	

Aron Brown resigned from the Board of Directors effective May 18, 2016.
Larry Hirsch agreed to step in as Secretary till the end of the year 2016.

3. **Secretary's Report**

- a. **MOTION** to accept the minutes of the May 19th meeting was **SECONDED and APPROVED..**

4. **President's Report – B. Marchewka**

a. President's Update

1. Warren Group Update (G. O'Connell)

Gerry asked for feedback on the contract and heard from Ralph Valentine. Joe said he would put his points in an email to Gerry. Gerry will head up a meeting of the task force soon. The task force consists of Larry, Gerry, Kathy and Ralph.

2. Update State of NH DRED Website Contract

The contract is completed. Dan Scanlon reviewed it. There were concerns raised as to whether the contract should be with NECPE or CIBOR. After getting several opinions, it was decided to keep the contract with CIBOR. Any profit/overages will go to NHCIBOR.

A **MOTION** was made to authorize Bob Marchewka to sign the contract between CIBOR and DRED. The **MOTION** was **SECONDED and APPROVED.**

3. August BOD Meeting Recess

The board approved taking a recess from August BOD meeting and will resume the schedule in September.

4. Update Commercial License Designation

The Task force which consists of Bob Marchewka, Kathy DeMello, Don Marshall and Gerry O'Connell will be putting together an outline of the curriculum and will be giving it to NHAR to review. It is very clear that it is going to be a lot of work. CIBOR may look into grant money to help make this

possible.

5. President-Elect NHAR

Gerry O'Connell applied for a President Elect position and a first VP position with NHAR. NHAR's BOD will be electing the positions in August.

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

- Since the meeting in May there have been 4 new Realtor and 2 Affiliate applicants.
- CIBOR Cares Awards Night was June 6th. It was a well-attended event with about 82. Just over \$8,600 was raised for Cibor Cares. The Union Leader wrote a great article about the awards on Monday, June 13th.
- The Annual BBQ is tonight at TFMoran's in Bedford. The event starts at 5 pm – 7:30 pm. The ROTY/AOTY awards will be presented, honor society recipients will be recognized. We will be selling raffle tickets to benefit NHCIBOR Cares...raffle for prizes. Kathy will be taking donations for RPAC and she will have a gift basket to raffle off? I have about 75 signed up so far.
- Orientation is scheduled for Friday June 17th, 10-12 after the Seacoast Marketing meeting taking place at Pease International Tradeport in Portsmouth. I have 12 new members signed up for that.
- Second Qtr meeting is next Friday, June 24th at SERESC, Dan Scanlon and a panel will be teaching a course on Tenant Representation. So far I have 27 signed up. I hope to get that number up to at least 40.
- Website Budget vs. spent...To date we have spent \$2,208 on the website which includes the monthly maintenance fee, website submission form and google apps. We originally budgeted \$21,960 for the website using fees charged by SF. We have another \$2,310 remaining for maintenance fees for the end of the year, another \$180 for google apps. We will be charged for Raventools traffic analysis and recommendations at approximately \$ 2,000. For the remainder of the year, depending on what we want to utilize them for as far as social media posting/analytics and or a new marketing plan, etc...those fees run together at approximately \$3,000, but we are only charged for work done. I estimate will come in under budget by the end of the year between \$7,000 and \$10,000.or more.

6. **Committee Reports**

Affiliate and Special Events / NHCIBOR Cares – B. Jean Absent

Communications/Public Relations – D. Marshall

There is a general feeling of high satisfaction and work on the website. We have started to review the traffic analysis report. Don sent out an email last week asking all committee chairs to submit an article at least once a month.

Education – K. DeMello

Next Friday is the 2nd quarter meeting and it should be terrific on Tenant Representation.

Finance – B. Jean

The Financials for May 2016 were TABLED since Bill Jean wasn't present. There were questions posed around retained earnings and member equity. Allison will ask Penchansky for clarification about it.

Public Policy Committee/Government Affairs – G. O'Connell

Bob Marchewka mentioned that out of the public policy meeting last week, there was discussion about our forms. Some are dated and some are redundant. We put together a task force to review the forms. Task Force consists of Gerry O'Connell, Tenley Callaghan, Chris Norwood and someone volunteered John Jackman.

Gerry was on a conference call talking about taking away the brokerage disclosure for commercial properties. The NH Real Estate Commission shot it down. In Maine, the form is not required. Gerry stated that if this form is a consumer protection form, take it away for everything else, but keep the 1-4 multifamily, renters, focus on the residential consumer. Tenley will be working on the language for CIBOR to present.

HB1579 was signed off and will be effective July 2016.

Cibor received another grant which will be used as an update to the Community Managers' Forum. Looking to hold the meeting in Sept. or Oct.

A proposal was submitted to the NH Municipal Association for CIBOR to be a speaker. We will know in July if we were selected.

Gerry will email the planning timeline for Improving the NH Development Process.

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 to report.

RPAC – B. Marchewka

Trying to increase membership to RPAC. The board thought that it would be a good idea to put off planning a golf tournament plan for 2017.

Sponsorship – B. Marchewka

Nothing new to report.

7. New Business

Update on Facilitator for Strategic Planning Meeting:

Kathy has a contract to read and will go over the proposal from Amy Lockwood, a facilitator.

Kathy had a lengthy conversation with Amy.

8. Adjournment

A **MOTION** to **ADJOURN** the meeting was **SECONDED** and **APPROVED**. Meeting adjourned at 10:31 am.

Respectfully submitted,

Allison Ropes
Executive Officer