

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 (P)	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)	

2017 Directors: Tenley Callaghan, Esq. (P)
Christian Stallkamp (A)
Dave Garvey (P)
Robert Cruess (P)

3. **Secretary's Report** – L. Hirsch

a. **MOTION** to accept the minutes of the November 17, 2016 meeting was
SECONDED and APPROVED.

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

a. President's Update

1. Dave Penchansky Update Taxes/Financials CIBOR/CPE

Came to the BOD meeting to discuss 2016 financials. In response to concerns that NECPE did not appear on CIBOR balance sheet, he explained that since there is no record that CIBOR invested funds in establishing NECPE, no value had ever been attributed to NECPE. Penchansky indicated that if a value is established for NECPE, it can be carried on the balance sheet as an asset of NHCIBOR. Given the changes in the technology since it was founded, NECPE has a value that was not previously anticipated. A task force made up of A. Tremblay, D. Marshall, R. Cruess, and B. Jean will meet to attempt to develop a value for NECPE that can be reflected in the 2016 financials. In the meantime, the CIBOR files will be searched for information on the initial capitalization of NECPE.

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

Task Force Report: Update on Contract. G. O'Connell is working with Warren to finalize the contract. A couple of outstanding issues have been dealt with: the term has been increased to two years, and there will be an option to extend (on six month's notice). Outstanding issues include getting confirmation from Catylist that there will not be any additional fees for the data exchange and looking for specific information on the products (and related costs) that will be available to NECPE members.

3. NEREN/NECPE Update

At the November NECPE meeting, an inquiry from NNERN was discussed that would have the NECPE and NNERN databases merge into a single database utilizing the Catylist system. The thought is that all NNERN members would have to join NECPE to input commercial listings. This would allow listings to be input only once. No action was taken pending a proposal from NNERN.

4. Energy Sub-committee Proposal (D. Marshall)

TABLED till January 2017 to allow Public Affairs Committee to review at its January meeting.

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

- Since the meeting November I have had 4 new Realtor applicants
- Holiday Party was at the Manchester Country Club on Dec. 8th. I had 80 signed up with 8 no shows so 72 had come to the party. I had one walk in. I have collected \$6,720 plus \$ 320 (outstanding check in mail) = \$7,040 in receipts less \$ 8,121.70 expenses for a loss of \$ 1,081.70.
- CIBOR has 84 Realtor members who still need to take the mandatory NAR Code of Ethics course. I am continuing to follow up with those by sending notices. There is no excuse not to take the course, it is offered free online at NAR's website. I continue to send out reminders. They have to fulfill this requirement by Dec. 31, 2016.
- Dues Collections – Back Dues: Again, this year, NHAR sent me a list of active licensees that have a license hanging in a CIBOR Realtor office which includes 18 people. I have successfully collected the dues of 9 of those. Another 8 off those I got taken off the list – they were in referral offices. And 1 – check is in mail. Have transferred the dues to NHAR.
- All hard copies of the renewal invoices have been mailed out, an email was sent out to pay online. The dues are coming in and getting processed.
- So far on Affiliate renewals I have collected from 90 members leaving 66 remaining. Realtor renewals I have collected from 111 leaving 234 remaining to pay. This time last year, collections are ahead...in 2015 collected from 83 affiliates and from 85 realtors.

6. **Committee Reports**

Affiliate and Special Events / NHCIBOR Cares – B. Jean

Nothing to report. CIBOR Cares will be meeting in January to determine schedule of 2017 events, etc.

Communications/Public Relations – D. Marshall

Systems are working. Stressed the need for contributions from Committee Chairs. Will be working to address the deficiencies that were discussed at the Strategic Planning retreat.

Education – K. DeMello

Committee is busy with planning the February PDS which will be run by Jeff Luter of Fulcrum on building code issues. Trying to get CE credits. Also working to get a "national" speaker for a future meeting. Looking in to applying for NAR grants to cover all or a portion of the costs.

Finance – B. Jean

MOTION was made to accept the month end financials for November 2016. The **MOTION** was **SECONDED** and **APPROVED**.

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

Did not meet in December. Meeting was cancelled so that committee members could attend the NHAR Public Policy meeting.

Grievance – G. O’Connell.

Star Johnson has agreed to serve as Committee Chairman and BOD liaison.

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**.

New Chairman will be Jeff Boufford. Robert Cruess will be the BOD liaison.

Professional Standards – W. Keeler

Andy Smith will be the Chairman of the Committee.

Nothing new to report.

RPAC – B. Marchewka.

Looking for more people to work on raising funds for RPAC.

Also looking at ways to manage the NAR grant application process -- try to make it more organized/focused. Tom Riley has offered to assist.

Sponsorship – B. Marchewka.

Working to reorganize the committee.

7. New Business

Question was raised about liability insurance for the BOD. There is coverage provided through NAR.

K. DeMello advised the BOD that the first draft of the Strategic Plan has been received and sent out to the BOD members. It will be discussed at the January BOD meeting.

8. Adjournment

A **MOTION** to **ADJOURN** the meeting was **SECONDED** and **APPROVED**. Meeting adjourned at 10:40 am.

Respectfully submitted,

Larry Hirsch
Secretary