

Location: Berkshire Hathaway Verani, 1 Verani Way, Londonderry

**MINUTES**

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

Callaghan, Tenley (Ph)	Friedman, Joe(A)	Jean, Bill(P)	Martin, Doug (P)
Cruess, Robert (A)	Gambaccini, Dave(P)	Johnson, Star(P)	Overdeput, Hugo (A)
DeMello, Kathy (P)	Garvey, Dave (P)	Keeler, Wendy (P)	Stallkamp, Christian(A)
Forte, Scott(P)	Hirsch, Larry (P)	Kingsley, Scott (P)	Valentine, Ralph (P)
3. Secretary's Report – L. Hirsch A **MOTION** to accept the minutes for the January 2018 meeting was **SECONDED** and **APPROVED**
4. President's Report – R. Valentine
  - a. President's Update
    - 1) Commercial Designation Update

Committee met at UNH with Professor Caitlin DeSoya and Dan McCarthy, head of the Executive Program. There are two options for bringing in UNH to help put the program together -- both of which will be explored. Another option would be for CIBOR to run the program on its own.
    - 2) Committee Members Needed for Communications/Public Relations

D. Gambaccini will be the BOD liaison; S. Forte will sit on the committee.
    - 3) Committee Chair and Members Needed for Affiliate and Special Events

S. Kingsley will be the BOD liaison.
    - 4) Hinckley Allen Contract Vote for Approval

A **MOTION** was made to approve the \$ 5,000 contract for Pat McDermott of Hinckley Allen to continue to do work on behalf of NHCIBOR and the Public Policy Committee. The **MOTION** was **SECONDED** and **APPROVED**.
5. Office Administration Report – A. Ropes
  - Since the meeting in November there have been 4 new applicants: 3 Realtors/1 Affiliate.
  - Renewal payments are still coming in. Out of 172 affiliates up for renewal, 141 have paid, 31 have not yet paid. I contacted all of the affiliates – some phone and some by email, out of those 31, 5 let me know that they are not renewing. Out of 389 Realtors up for renewal, 306 have renewed, leaving 83 having not yet paid.
  - Next Monday and Tuesday I will be attending NHAR's Professional Standards Administrator training in Manchester. It is a requirement that all EOs attend training every two years.

- The commercial forms update PDS scheduled for Feb. 23, 2018 received 2 credits. It will be at Berkshire Hathaway training room in Londonderry. Registration is at 8:30 am, class 9-11 am. So far I have 30 booked. The class will be free for CIBOR members but you must RSVP. There is limited seating. Ralph Valentine is sponsoring the class.
- Friday, March 9<sup>th</sup> is the CORE course taught by Dave Garvey to be held at KW's office in Portsmouth. So far I have 6 people booked. That number should go up.
- March 30<sup>th</sup>, 2018 will be the 1<sup>st</sup> quarter meeting. Registration/continental breakfast 8-9 am, class and quarterly meeting 9 – 12:15 pm. It will be held at The Falls Event Center, 21 Front St., Manchester. The class will be taught by Lynne Bagby and has 3 credits: 1031 Exchange.
- In March 23-27<sup>th</sup> I will be attending the AE Institute in Charlotte NC.
- Honor Society applications have gone out and are due to CIBOR by March 13<sup>th</sup>. I have received one application so far.

## 6. Committee Reports

- a) (Affiliate and Special Events) / (NHCIBOR Cares)– S. Kingsley  
No report. A meeting is being set up.
- b) (Communications/Public Relations) – Dave Gambaccini  
No report. Meeting will be arranged. Committee will work on placing a commercially oriented article for the NH Realtor magazine.
- c) (Education) – B. Jean  
Met last week. Calendar for 2018 is planned out with Quarterly meetings and PDS's.
- d) (Finance) – B. Jean
  - 1) A **MOTION** was made to accept the month end financials for January 2018. The **MOTION** was **SECONDED** and **APPROVED**.
- e) (Grievance) – S. Johnson  
Nothing to report.
- f) (Membership) – R. Cruess
  - 1) **MOTION** to approve new provisional member applications subject to names being published as per CIBOR bylaws. The **MOTION** was **SECONDED** and **APPROVED**.
- g) (Professional Standards) – W. Keeler  
Discussed upcoming Professional Standards workshop. A portion of the meeting will deal with the new citation program.
- h) (RPAC/IMF) –D. Garvey  
Nothing to report.
- i) (Sponsorship) – B. Jean

Chaired by B. Marchewka. Has sponsors for the first quarterly meeting and first PDS. Will be meeting with the Education Committee to coordinate efforts.

- j) (Public Policy Committee/Government Affairs) – K. DeMello  
Met on Feb. 8 with Will Arvelo, the new director of Economic Development for NH. He discussed a wide range of issues. His focus is on connecting economic development to education – goal is to create an educated workforce to meet the needs of NH business. He plans to start working at the middle school level to encourage students to consider enter various trades that are in demand. He will continue his efforts to coordinate with private industry through the university system. He is working on a strategy to bring greater visibility to the department and its efforts. Said that he would meet with Taylor Caswell to see if the Governor’s forum on affordable housing can be put together after delays.  
K. DeMello will contact Pat McDermott to try to get the forum back on track.  
Concern that the forum is losing its focus.  
Discussed a number of bills before the legislature.  
Public Policy Committee will go through the bills at its March meeting.

## 7. New Business

- 1) NECPE Banner  
The new banner was used at the networking event at the Seaglass Restaurant.
- 2) Seaglass Restaurant Event  
The second marketing event was held in Salisbury, MA at the Seaglass. Attendance by 21 or 22 people – substantial increase above 10 or 12 people at the first event. Plan to continue with monthly meetings. Will likely have to find a new location if attendance goes to 50 people.
- 3) NEREJ Cannabis Summit  
S. Forte represented NECPE at the meeting in Boston. Approximately 180 people attended. Several Realtors asked for information on joining NECPE.
- 4) Leadership Academy  
The leadership Academy is scheduled for April. D. Garvey is working to get Candidates. At the present, three CIBOR members have indicated an interest in going. Looking for a fourth member.
- 5) NH REALTOR Magazine  
R. Valentine feels that the commercial realtors are under represented in the magazine. Is working to see if we can develop statistics that would show the impact of commercial real estate transactions as well as the residential transactions that are covered in the magazine. Concern that information on leases is not readily available.
- 6) Meeting with MCAR  
Had a meeting with MCAR in Portsmouth. Concern that NECPE is not getting the same exposure on the search engines as Loopnet and Costar. Catalyst is putting together a proposal for search engine optimization to see if that will increase the exposure on the search engines.
- 7) NECPE/DRED Listings  
The NECPE feed to the NH State web site is not working. J. Jackman will check to try to determine the problem.

8. Adjournment at 10:00 am.

Respectfully submitted,

Larry Hirsch  
Secretary