

New England CPE  
Board of Directors  
Nov. 15, 2018

Londonderry, NH

10:15 am

## MINUTES

1. Call to Order
2. Roll Call

NECPE Board of Directors P=Present/Ph=Phone/A=Absent

Arden, Deana (P)	Hirsch, Larry(Ph)	Litchfield, Brenda(P)
Bacon, Matt (A)	Jean, Bill (P)	Martin, Doug (P)
DeMello, Kathy (A)	Johnson, Star (Ph)	Perry, Greg (Ph)
Forte, Scott (Ph)		Valentine, Ralph(P)

Guest: Matt Lefebvre (P)

### 1. Secretary's Report – L. Hirsch

- a. **MOTION** to accept the minutes of the September 2018 meeting was **SECONDED** and **APPROVED**.

### 2. President's Report – R. Valentine

- a. Governance Update for 2019  
Brenda Litchfield was thanked for her service on the NECPE BOD. Ralph welcomed Matt Lefebvre to the NECPE BOD for 2019. Matt Bacon will be taking the Secretary position for 2019.
- b. Catylist Mtg with Nancy Allen and Steve Maxson re: SEO and Updated System  
Doug and Ralph went to NAR's conference in Boston and spent some time with Nancy Allen, Catylist. Catylist is in process of developing a new platform. After the PDS meeting Nov. 30<sup>th</sup>, Ralph and Scott will meet to discuss a plan with specifics of what to do to improve SEO.

Maine's Metrix system is being replaced by Flex and is working on developing their own CIE. There is planned a whole separate section for commercial and leasing. There is the threat that the Maine CIE will compete with NECPE. It is believed we have a 2-3 year window to get ahead of Flex.

Moving forward in 2019, we may need to have a Technical Task Force meet monthly to address the issues.

3. **Treasurer's Report – B. Jean**

- a. **MOTION** to accept the month end financials for September and October 2018. **MOTION** was **SECONDED** and **APPROVED**.

- b. Review Proposed NECPE 2019 Budget:

A **MOTION** was made to approve a \$ 2.00 per member per month increase for dues year July 1, 2019-June 30, 2020 making it \$ 521.00 per year. The **MOTION** was **SECONDED** and **APPROVED**.

A **MOTION** was made to approve a total of \$ 5,000 for line item in 2019 budget for advertising and promotion. The **MOTION** was **SECONDED** and **APPROVED**.

A **MOTION** was made to **APPROVE** NECPE's 2019 budget with the approved increase in dues and advertising and promotion line item. The **MOTION** was **SECONDED** and **APPROVED**.

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

- Since the last meeting in September there have been 18 inquires for NECPE: 10 NH, 5 ME, 3 MA.
- As always, I continue to monitor request for deletions/withdrawals. I have had a couple of violations where the company name was in the comments section, they were promptly removed.

5. **New Business**

John Jackman mentioned that he heard through Catylist that CT started own CIE and they have up to 50 members. Their fee is \$ 600.00 per year.

6. **Adjournment**

A **MOTION** to adjourn the meeting was **SECONDED** and **APPROVED**. Meeting adjourned at 11:25 am.

Respectfully submitted,

Allison Ropes  
Executive Officer