

MEETING MINUTES

1. Call to Order
2. Roll Call: *(Need 9 for quorum)*

Arden, Deana (P)	Garvey, Dave (P)	Martin, Doug (P)
Bacon, Matt (P)	Hirsch, Larry (P)	Overdeput, Hugo (P)
Boufford, Jeff (P)	Jean, Bill (A)	Robinson, Joe (P)
Callaghan, Tenley (A)	Johnson, Star (P)	Stallkamp, Christian (P)
Forte, Scott (P)	Kingsley, Scott	
Friedman, Joe (P)		
3. Secretary's Report – S. Johnson
 - MOTION was made to accept the minutes of the May 2021 Board of Director meeting. MOTION was SECONDED and APPROVED.
4. President's Report – J. Friedman
 - C5 Summit invitation has been formalized for Mike Bergeron.
 - Christian didn't get to travel last year to any NAR meetings. He would like to go to San Diego this November for year-end meeting. Scott Forte will also be going in November. There is money to attend.
 - A MOTION was made to allow Christian to attend the meeting in November in San Diego. The MOTION was SECONDED and APPROVED.
 - Catylist has sent NECPE an addendum to the contract. We are looking into it with the help of Ralph Valentine. Moody's wants to share our data. Ralph asked what kind of data are they looking for?
 - Joe announced he will be working for his own company, Skyline Realty as of July 1st. He will be focusing on the Durham/Seacoast area.
 - At the NHAR Board of Directors' meeting last night, NHAR's new updated residential forms were introduced. Allison will send a note out notifying members. Deanna stated there is a spelling error on the commercial P&S form which needs to be fixed. Allison will submit the error to Zipforms and have it fixed.
 - It was noted we have a Forms' committee, chaired by Tenley. We discussed at the end of 2020 reviewing our forms on an annual basis, rather than every 5 years, which has been the case, at the suggestion of Chris Norwood; Matt raised this point again, and Joe will follow up with Chris, who is chair of the NHAR Forms' Committee.

- A MOTION was made to have future Board of Directors meetings online via Zoom with the option of having in-person meetings as needed. Jeff felt having a yearly in-person meeting, perhaps at the January meeting, and this was included in the motion? The MOTION was SECONDED and APPROVED.
- Yardi wants to sponsor NHCIBOR for \$ 1,500 and NHCIBOR will send out one email blast to members promoting their product which will be offered at a discount to NHCIBOR members. Approximately \$ 230 will go to membership to NHCIBOR and the rest will be earmarked for Education events.

5. Office Administration Report – A. Ropes

- Christian had wanted a discussion regarding the NHAR commercial real estate commercial they are putting together, suggesting it be launched now, for 8 weeks; and, that there should be follow-up with the members, with notice to all. A motion was made by Doug on this, seconded by Larry. Joe asked about cost—which will be covered by NHAR. Doug asked if the ad would go on TV, and thought it should also be placed in social media. It was felt the ad should drive people to the NECPE website, and not cause calls to Allison. Motion was approved.
- Since the meeting in May there have been 4 new applicants all Realtors.
- The Seacoast Marketing meeting is tomorrow and is live in person. Since there is no registration, I don't know how many will show up.
- The Statewide Marketing meeting next week will be live in person too.
- The Online Marketing to your Ideal Client class was held June 11th and had 27 signed up. Income was \$ 280.00 less expenses at \$ 100 for a profit of \$ 180.00.
- I put out another blast seeking ROTY and AOTY. I received one application for ROTY and none for AOTY. It is based on 2020, and that was a tough year. There was a long discussion amongst the Board members as to what the qualifications were, for both awards, and suggestions as to who might be good candidates. Deanna was going to send in a AOTY nomination. The deadline has been extended to June 21st, Monday.
- I have contacted the Falls Event Ctr in Manchester regarding meeting room accommodations and technology available as well as the Portsmouth Marriott Courtyard. I am waiting to hear from them.

6. Committee Reports:

- a) (Affiliate and Special Events) / (NHCIBOR Cares)— S. Kingsley: 3rd Annual Summer Mixer is Thursday August 5, 2021 at Birchwood Vineyards in Derry, NH. You can sign up online. We already have several sponsors and about \$ 7,500 already. Sponsorships range from minimum (Silver), \$250, to \$2,000 (Double Platinum). Doug will be presenting NHCIBOR Cares awards. Birchwood is being very generous, covering much of the cost; all profits will go to NHCIBOR Cares.

b) (Education) – D. Arden: Not much to report. PDS Class was online recently and it has pushed out quarterly meeting out till September. Committee needs to meet to discuss next PDS (retail?)

c) (Finance) – J. Boufford:

- There was follow up on the issue Matt raised at the May meeting that we should not be voting to approve the financial report, but, rather, review it and vote to have it submitted as part of the minutes of the meeting, for liability reasons. Jeff had been tasked with reviewing our insurance coverage regarding this and reported he did review the D & O Policy and it is sufficient, a good carrier. Jeff said that it is valid to put it out for a vote if the Board wants to just review the financials and not accept them, though he feels it isn't necessary. Joe reported he'd consulted Bob Quinn regarding Matt's concern, and learned that NHAR does not vote to approve the financial report, but, votes to review it and submit to minutes, then votes to approve the financial audit at the end of the year. Jeff asked when our financial audit would take place; Allison responded that it had not been done yet. Jeff suggested we have this done at our one live in-person meeting; and also felt our insurance coverage didn't provide conclusive clarification, and that Matt's suggestion was a good one. Joe stated we should from now on follow NHAR's example of reviewing financial reports at monthly board meetings, then having a vote on the yearly audit.
- A MOTION was then made to have the Board Review the financials as opposed to voting to approve the financials. The MOTION was SECONDED and APPROVED.
- Jeff reported that our travel budget has been largely unused.
- The May 2021 financials were reviewed by the Board.

d) (Grievance) – S. Johnson: Nothing new to report.

e) (Professional Standards) – L. Hirsch: Nothing new to report

f) (Membership) – Bill Jean: Bill Jean not present, so report presented by Allison:

- MOTION to approve new provisional member applications subject to names being published as per CIBOR bylaws. APPROVED
- Membership Update: Realtor membership is up, but Affiliate membership is

g) (RPAC/IMF) – S. Forte: Scott will be meeting with Jim Lee, NHAR President today to learn more about his responsibilities, and, asked the group for suggestions. Joe noted that the NHAR RPAC goals and current results had been circulated to all the Boards.

h) (Sponsorship) – J. Robinson:

- Joe and Jeff Boufford are planning a golf tournament most likely in June 2022...somewhere between Manchester and Portsmouth. Jeff's wife, Christine is gathering information and helping out with this endeavor.

- Joe mentioned also working on education sponsorships. Scott mentioned then, the Yardi sponsorship of \$1500, and where that would go—to the Summer Mixer, Education; Allison mentioned expenses needing coverage for Quarterly meetings, the Holiday Party, PBS's. Doug suggested earmarking funds for education. This was put into a motion and approved. Allison would help with accounting.

i) (Public Policy Committee/Government Affairs) – D. Garvey: Nothing to report. Dave had left the meeting.

j) (NHCIBOR Cares) – D. Martin: The Cares Board met earlier this week. We are working closely with Scott on the Annual Summer Mixer.

k) (Commercial Designation) – D. Garvey: No update. Dave had left the meeting.

7. New Business
Nothing new to report.

8. Adjournment at 10:00 am

Respectively submitted,
William Johnson
Secretary