

🏠 **Location:** 352 Lake Dillon Drive  
📅 **Date:** February 20, 2020  
🕒 **Time:** 8:30 am

## MINUTES

### Summit Association of REALTORS Board of Directors Meeting February 20, 2020

**Board Members Present:** Dana Cottrell, President; Courtney Peroutka, President-elect; Tom Coolidge, Past President; Spencer Thomas, MLS President; John Angelico, Lisa Bova, Jack Carpenter

**Board Members Absent:** Dishon Lutz, Steve Fisher, Jeni Friedrich, Dave Greenberg

**Staff Present:** Sarah Thorsteinson, Executive Director


**Guests Present:** Jonathan Enns

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- I. **Call to Order-** Dana Cottrell called the meeting to order at 8:30 am
- II. **Roll Call and Confirmation of Quorum (3)-** The roll call was taken and 7 voting members were present for a quorum.
- III. **Public Comment Period**
- IV. **SAR Snapshot Review** – The Executive Director reviewed the SAR Snapshot for the month with the Board.
- V. **Consent Agenda-** The consent agenda included the following items. There were 2 members who are not in full compliance at this time.
  1. January Minutes
  2. New Members
  3. Membership Policy Compliance

There was a MOTION and SECOND TO APPROVE the February Consent Agenda. The MOTION was APPROVED.

- VI. **Financials Review-** The Executive Director reviewed the December 2019 MLS financials with the Board, noting that while the board had projected a negative budget of -\$38,208.60 for 2019, the year ended with a net profit of \$133,020.81. The MLS and SAR in cooperation were able to reduce MLS taxable income through a trademark agreement of \$30,703 payable to SAR and an increase in MLS rent to SAR of \$24,375. The rent was increased to be competitive with market rates in Dillon. The January 2020 MLS Financials were also reviewed. There was a MOTION and Second to approve the December 2019 and January 2020 MLS Financial Statements. The Motion Passed.



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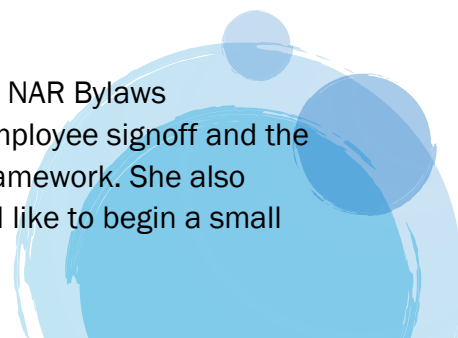
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## VII. Old Business

- A. Staffing Discussion-**Sarah Thorsteinson gave an update on the hiring process, and a potential opportunity to change the job description for the new part time position from Association Coordinator to Broker Services Manager and update the hours from 20 hours a week to 25 hours initially. After a temporary probation period, the hours would increase to 30 hours a week. This would benefit SAR members with increased hours that would be allocated to MLS training and bringing back MLS computer labs for REALTOR members. There was a MOTION and SECOND to approve a new employee for up to 30 hours a week with 50% of the employee time going towards towards serving the MLS. The MOTION PASSED.
- B. Listserve Change Recommendations:** The Board discussed a variety of options to address issues with the Listserve. The Board decided to take the listserve down for two weeks and delete the Real Estate General and Real Estate info. They also chose to add two new listserves, recommendations and affiliate promotions. Affiliates will now be able to promote their businesses. On Open House list serve, it will be limited to posting broker to broker open houses.

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## VIII. New Business

- A. SAR President's Report-** The SAR President proposed that SAR sponsor the Chamber's Business Excellence awards at a \$1500 sponsorship level. It is not budgeted for but the Marketing committee thought it would be a good community presence at a meeting of over 250 people. There was a MOTION and Second To Sponsor the BEA at a \$1500 Sponsorship level. The vote was taken individually with 4 in favor, 2 opposed, and one abstention. The MOTION PASSED.
- B. MLS President's Report-** The MLS President discussed beta testing for new products. We do not have a date for Cloud CMA but April 8<sup>th</sup> is the date for the REALIST release. Brent will be coming up to do training on that date as well.
- C. Executive Directors Report-** The ED reported on various topics including NAR Bylaws certification completion; the Census program; Elevator Witness Test, employee signoff and the letter to Alpine Bank requiring two signatures per the SAR Operating Framework. She also updated the Board on upcoming staff travel to conferences. CAR would like to begin a small
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group of AE's who participate in a Peer-to-Peer Review program. These AE's go to each board, interview AE's, Board members and staff and compile a report on how to improve processes. The SAR Board was not keen on this idea, citing whether we need our processes improved and had concerns about competition. They asked to see the questions before giving a final answer.

- D. **Action Items From January Meeting** -The Board was updated on the Fiester Preserve action from the County, noting that the County is moving forward with removal of the Conservation Easement. The Listserve Recommendations were discussed on a different agenda item.
- E. **Education Committee Proposal for Non-Profit Showcase**- Due to the inability to get a professional development speaker for the spring, the education committee proposed doing a first ever, non-profit showcase at the senior center that would be open to the public and would allow Non-profits in the County to showcase their businesses to residents of the community. The Board chose not to move forward with the event, citing many things already on our plate and a new event is not in the Strategic Plan.
- F. **2020 Membership Survey Topics**- The Board chose to delay discussion of the Membership Survey until April. They did discuss questions regarding the list serve on the survey.

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## IX. Director Talking Points For March

- How to sign up for Forewarn

## X. Adjournment

