EXECUTIVE COMMITTEE MEETING
January 16, 2019 ~ 1:00 pm
Arizona REALTORS® Building – Meeting Room 4
Phoenix, Arizona

AGENDA

A. CALL TO ORDER – 2019 Arizona REALTORS® President, D. Patrick Lewis

B. ROLL CALL (reimbursement slips)

C. PRESIDENT'S REPORT – President Lewis

1. Approval of Meeting Minutes for September 7, 2018 (2019 Budget Meeting) and October 15, 2018 as delivered **(attachment 01 & 02)**
2. Executive Committee **R**eference **M**aterials
   a. Arizona REALTORS® Structure Chart **(RM 01)**
   b. Arizona REALTORS® Bylaws, Policies and Official Statements **(RM 02)**
   c. Arizona REALTORS® 2019 Strategic Plan **(RM 03)**
   d. Executive Committee Roster **(RM 04)**
   e. Serving as an Officer or Director **(RM 05)**
   f. Officers, RVP, AE Liaison Position Descriptions **(RM 06)**
   g. Primary Committee Liaison Assignments **(RM 07)**
   h. Arizona REALTORS® Meetings/Events Calendar for 2019 **(RM 08)**
   i. Executive Committee Expense Reimbursement **(RM 09)**
   j. Arizona State Regions & Local Associations Map **(RM 10)**
   k. Local Association Contact List **(RM 11)**
   l. Legislative/RIMC/RAPAC/Professional Standards Bylaws/Policies **(RM 12, 13, 14, 15)**
   m. Code of Ethics Guideline **(RM 16)**
   n. NAR Committee Members (Arizona) **(RM 17)**
3. Operating Reserve Legal Assistance Request Procedures – Michelle Lind, CEO **(attachment 03)**
4. Online Voting – Michelle Lind, CEO **(attachment 04)**
5. Role of ExCom in Professional Standards – Scott Drucker, General Counsel **(attachment 05)**
6. MEP Update – Michelle Lind, CEO

D. TREASURER'S REPORT – Treasurer Nelson

1. 2019 Operating **and** Capital Budgets **(attachment 06)**
2. Financial Update Process – Treasurer Nelson & Michelle Lind, CEO
3. 2018 Year-to-Date Financials **(attachment 07)**
4. 2018 Capital Budget Update **(attachment 08)**

E. CHIEF EXECUTIVE OFFICER'S REPORT – Michelle Lind, CEO **(attachment 09)**

1. CEO/Operations Update – Michelle Lind, CEO
    1. Approve CEO Job Description **(attachment 10)**
2. Legal Update – Scott Drucker, General Counsel
3. ARDAF/ARFHCO Update – Michelle Lind, CEO

F. PRIMARY COMMITTEE REPORTS

1. Professional & Business Development **(PBD)** – Sindy Ready **(attachment 11)**
2. Business Services & Technology **(BST)** – Aaron Pfeifer **(attachment 12)**
3. Risk Management **(RM)** – Lisa Paffrath **(attachment 13)**
    a. Adoption of Hearing Panel Decisions (Executive Session/Motions) – **Separate ShareFile Folder**
    b. Commercial Purchase Contract Revisions – **MOTION (attachment 14)**
    c. Commercial Ancillary Forms Revisions **– MOTION (attachment 15)**
    d. Cure Period Notice Revisions **– MOTION (attachment 16)**
    e. Move-In/Move-Out Conditions Checklist Revisions AND Residential Lease Agreement Revisions – **MOTION (attachment 17)**
4. Legislative & Political Affairs **(LPA)** – Shelley Ostrowski **(attachment 18)**

G. REGION VICE PRESIDENTS' REPORTS

1. Region 1 – Dale Kelley
2. Region 2 – KC Cyga
3. Region 3 – Dani Lawrence
4. Region 4 – Becca Linnig
5. Region 5 – Eric Gibbs
6. AE Representative – Randy Rogers

H. UNFINISHED BUSINESS

I. NEW BUSINESS

1. 2020 Planning and Budget Timeline **(attachment 19)**
2. 2020 – 2021 Committee Leadership Appointments – President-elect Roberts – **MOTION (attachment 20)**
3. Region XI Nominating Committee Appointments – **MOTION (attachment 21)**
4. Region XI Strategy Committee Appointments – **MOTION (attachment 22)**
5. What message do we want to convey to members?

J. ADJOURN - Next Meeting:

Monday, March 25, 2019
The Scottsdale Plaza - Scottsdale, Arizona