MLS & Rules Committee

Agenda / Action Items

LAWRENCE Board of REALTORS*

Date: 10.03.2023Co-Chairperson: Cheri DrakeTime: 1:00pmCo-Chairperson: Taylor LaRue

Locati LBOR Office Staff Liaison: Linda Manley & Rob Hulse

Committee Members:

Cheri DrakeTaylor LaRueAnna WrightBaliey StuartBeth HamChris EarlErin MaigaardGreta Carter-WilsonJill BallewKatie MooreLibby GradyLindsay LandisMichelle Roberts-FreemanNicholas LernerRyan Desch

Vanessa Schmidt Zach Dodson

P - Present E - Excused Absence A - Absent

Guests (non-Quorum)

AGENDA ITEMS

No Topic Done Notes/Update

1 Review Previous Meeting Minutes from 09.12.2023

- 2 Update from LMLS Staff
 - a. Review 3rd Offenses/Violations (4).
 - b. Consider Appeal of \$250 Fine (2nd Offense).
 - c. Staff Question for Committee: Should Active LBOR Committee Members be given one (1) free pass each year?
- **3** Provide an update from the Sale of Residence Contingency Sub-Committee on progress for the Contingency form.
- 4 Review staff prepared Amendment/Addendum to the Buyer Agency Agreement.
- 5 Member request to consider expanding photos in Paragon beyond 50 that are currently enabled.
- 6 Facebook Marketplace Posts/Ads made by Sellers which show the Listing Agent as the owner.
- 7 Consider Removing "Buyer Name" (field 198) from input with Sold information, for privacy concerns.
 - a. Safe at Home page at the Attorney General website. https://ag.ks.gov/victim-services/safe-at-home

- 8 Consider Changes to MLS Policy that requires an offer of Compensation at \$.01 or more. See Katie Johnson Letter from August 24, 2023.
- **9** Consider Tabled Topics?
 - a. Readily Available to Show.
 - b. Fair and Equal Access for all.
 - c. Is there such a thing as a Residentially Zoned Single Family property with an Ancillary Unit If so, new fields needed?
 - d. Define "Reasonably Prominent" in IDX Rules.

No	Topic	Presenter	Done Notes/Update
10	Next Meeting:		
11	Adjourn:		

MLS & RULES COMMITTEE ACTION ITEMS

				In		
No	Action	Due Date	Responsible Member	Process	Done	Notes/Update
	Draft - Notice to Remove the Contingency for Closing or Sale of Buyer's Property	09.12.2023	LMLS Staff - Rob		٧	For Committee Consideration.
	Draft - Contingency for Closing of Buyer's Property	09.12.2023	LMLS Staff - Rob		٧	For Committee Consideration.
	Draft - Contingency for Sale of Buyer's Property	09.12.2023	LMLS Staff - Rob		٧	For Committee Consideration.
	Communicate Web API conversion timeline to MLS Vendor of IDX, VOW, and BO services.	07.20.2023	LMLS Staff - Rob		٧	Deadline of 8/1, with RETS disabled for IDX, VOW, & BO by 10.01.2023.
	Create a new Detail Report specific to feedback provided by Appraisers.	In Appraiser's Hands at this time.	Member Appraiser and LMLS Staff	٧		Waiting on the Appraiser for noted changes.
	Troubleshoot with Paragon Support: Issue with new SOLD statuses for Agent/Office/Firm exclusive.	07.20.2023	LMLS Staff - Rob and Paragon Support		٧	Consider SCR to fix implementation of Exclusive Sold Statuses.
	Remove Contingent Badge from Active/Kick Out Clause status at Realtor.com	6.29.2023	Realtor.com has opened a ticket to process this request.		٧	Done

Remove Pinckney and Broken Arrow Elementary Schools from Paragon. Discuss Paragon Support and possible rule to the field.	6.29.2023	Keeping both schools visible in Paragon, but not available for inpu		٧	Listing will get an error message at input: "This school was closed by USD497 in May of 2023."
Prepare a Video Tutorial about the Auto Hotsheet and send out in newsletter.	6.29.2023	Included in most recent newsletter.		٧	A simple screen shot doc was also provided.
Staff to ask Paragon Support about what exactly is triggered by DOM and DOMLS.	6.29.2023	Sent to Committee on 06.09.2023.		٧	Discussion included on the 06.29.2023 Agenda.
Newly expanded fields in Paragon are not displaying properly on sites still using RETS for IDX, or MLS Syndication.	6/9/2023	Staff is monitoring IDX sites supported by IDX Broker.	٧		Problem isolated to Brokers using IDX Broker via RETS.
Paragon Range Field for Approximate Fin SqFt is not working correctly (from Zach).	6/9/2023	LMLS Staff - Rob		٧	Reached out to Paragon on 6/7/2023.
HomeSnap Pro: Photos not pulling through to the HomeSnap App (from Bailey).	6/9/2023	LMLS Staff - Rob		٧	Reached out to HomeSnap on 6/7/2023.
HomeSnap Pro: Searching for Acres appears to be broken in the HomeSnap App (from Bailey).	6/9/2023	LMLS Staff - Rob		٧	Reached out to HomeSnap on 6/7/2023.
Investment Property Rider to the Seller's Property Condition Disclousre to DocuSign, Dotloop, and in Paragon Contracts & Forms	4/28/2023	LMLS Staff - Rob		٧	Sent to Brokers. Uploaded in Paragon. Sent to Dotloop and DocuSign.
Smart Home Rider to the Seller's Property Condition Disclousre to DocuSign, Dotloop, and in Paragon Contracts & Forms	4/28/2023	LMLS Staff - Rob		٧	Sent to Brokers. Uploaded in Paragon. Sent to Dotloop and DocuSign.
List of IDX Websites Published Online	6/1/2023	LMLS Staff - Rob		٧	Published on LBOR Site at Members > MLS Resources.
Create an Informational Landing Page specific to the Clear Cooperation Policy.	6/1/2023	LMLS Staff - Rob	٧		Work in progressDo's and Don't's list to be created.
Prepare videos and tutorials for new Paragon Changes roll out. A page on LBOR Site will include all video and turorials.	4/25/2023	LMLS Staff - Rob		٧	Prepare ahead of cutover to newly updated fields.

Work with Realtor.com to map field to Open House Hosted by on their site	1/25/2023	MLS Staff - Rob	٧	Open House information is included in the data feed to Realtor.com
Prepare a Training Video for new fields	4/21/2023	LMLS Staff - Rob	٧	Collaborate with Ed Committee
Paragon Changes /Conversions of Fields	4/24/2023	LMLS Staff - Paragon	٧	Cutover on for April 24th.
Set up testing group for Paragon Changes/Conversions of Fields	February 23rd (subject to pace of work by BK)	LMLS Staff - Rob / Paragon Support	٧	Testing completed on April 11th
Create a Smart Home Turnover form as an Addendum to the Seller's Disclosure	1/25/2023	Lindsay Landis	٧	Two versions for review on March 27th.
Present for approval - a Multi-Family Property Condition Disclosure Rider	1/25/2023	Zach Dodson	٧	To be presented for approval at the 04.05.2023 Board Mtg
Provide Brokers with updated LBOR Sales Contract, Buyer Agency Agreement, and Listing Agreement (red-lined and clean)	1/23/2023	LMLS Staff - Rob	٧	Completed on 1/23/2023.
Change Status of Withdrawn/Cancelled and Cancelled/Cancelled to Off Market/Withdrawn and Off Market/Cancelled.	1/25/2023	Rob/Paragon Support	٧	Completed on 1/23/2023.
Add fields to Residential Class to gather rental information: Is the Property Rented? Lease Expiration? Rent Amount?	1/25/2023	Rob/Paragon Support	٧	Updating the Residential Class on 1.24.2023
Update the Sales Contract, Buyer Agency Agreement, Listing Agreement at Dotloop.	2/6/2023	LMLS Staff - Rob	٧	Completed on 02/10/2023.
Update the LBOR Sales Contract, Buyer Agency Agreement, and Listing Agreement at DocuSign	2/6/2023	LMLS Staff - Rob	٧	All Docs Delivered to DocuSign, and waiting for library update & build out.
Release to all Members the Updated LBOR Sales Contract, Buyer Agency Agreement, and Listing Agreement	2/6/2023	LMLS Staff - Rob	٧	Added to Paragon MLS Docs on 02.09.23, Dotloop on 02.10.23, and waiting on DocuSign.

	HERS Rating (Home Energy Rating System) as an a. HERS Rated: Yes/No b. HERS Year: c. HERS Rating:	MLS Field	LMLS Staff - Rob	٧	Approved by Board of Directors and implemented by Feb. 13th.		
Table	ed or Old Business	Due Date	Responsible Member		Notes/Update		
1.a	Readily Available to Show, the NAR, and the Clear Cooperation Policy. NAR feedback - new listing information in put into MLS meets the criteria for Cooperation, rather than having immediate access for showings.	Consider returning this to the regular agenda.			Current Policy is that Listed Property be readily available to show = within 1 business day to be consistent with the CCP.		
1.b	Fair & Equal Access to Listed Property. This policy was originally proposed to the LBOR Board of Directors in 2022.	Consider returning this to the regular agenda.			The LBOR Board of Directors sent this itme back to the MLS & Rules Committee for more		
2	Two-Unit Property on a Single Lot - Accessory Dwelling Units vs Duplex. New category in Multi-Family, and/or New field in Residential for an Ancillary Unit.				No action was taken on this at the first discussion, although the relavancy and number of Ancilary Dwelling Units is growing.		
3	Update from IDX Subcommittee to establish a definition for "reasonably prominent" in IDX Rules.		Subcommittee members are: Nicholas Lerner, Cheri Drake, Drew Deck, Tanya Kulaga, Jill Ballew, Michelle Roberts-Freeman, Victoria Perdue, and Lindsay Landis.				

MLS & Rules Committee

Meeting Minutes



Date:09.12.2023Co-Chairperson:Cheri DrakeTime:1pmCo-Chairperson:Taylor LaRue

Locati LBOR Office Staff Liaison: Linda Manley & Rob Hulse

Attendees:

P Cheri Drake P Taylor LaRue **p** Anna Wright p Baliey Stuart Beth Ham E Greta Carter-Wilson P Chris Earl **P** Erin Maigaard P Jill Ballew Katie Moore A Libby Grady P Lindsay Landis **P** Michelle Roberts-Freeman P Nicholas Lerner Ε Ryan Desch

P - Present E - Excused Absence A - Absent AL - Arrived Late LE - Left Early

Guests (non-Quorum)

AGENDA MINUTES

No Topic Presenter Done Notes/Update

1 Review Previous Meeting Minutes from 08/17/2023

After review, it was moved and 2nd to approve the previous meeting's minutes. Motion Passed.

2 Update from LMLS Staff

- a. Staff reported on Board of Director's Approval of \$615 expenditure to correctly program the Exclusive Sold Status types.
- b. Next, Staff presented a 3rd Offense/Violation of MLS Rules for a descision on discipline from the Committee. After review and consideration, it was moved and seconded to assess a \$500 fine for this offense. Motion Passed.
- c. Next Staff asked the Committee for provide feedback on whether staff should make clerical corrections in Paragon. The consensus was to leave information in Paragon as-is, unless it presents a possible Fair Housing violation.
- 3 Next, the Committee discussed the Sale of Residency Contingency Form. After considerable discussion, the Committee decided to create a Sale of Residence Contingency Form Subcommittee. The Subcommittee will meet on Monday, September 18th at 2pm. Volunteering for the Subcommittee are: Taylor, Chris, Vanessa, Bailey and Beth.

Meeting was adjourned at 2:30pm, with the next meeting day and time scheduled for October 3rd at 1:00pm.

MLS & Rules Committee

3rd Offense - MLS & Rules Violation

Agent	1st Violation	Date	Fine	2nd Violation	Date	Fine	3rd Violation	Date	Fine	4th Violation	Date	Fine	
Redacted	No Change Form for Cancelled	17-Apr	\$25	No Change Form for Cancelled	31-Jul	\$250	Incomplete Listing Agreement (no address)	24-Aug	\$500				
Redacted	No Price Change Form	17-Apr	\$25	Late Status Change for Sold	9-Jun	\$250	Clear Cooperation Violation	7-Sep					
Redacted	No Price Change Form & Late Status Chg for UC	19-Apr	\$75	Late Status Change for Sold	9-Jun	\$250	Late Status Change for Sold	25-Sep					
Redacted	No Seller's Disclosure	17-Apr	\$25	No Price Change Form	20-Jul	\$250	Late Status Change for Sold	25-Sep					
Redacted	No Listing Agreement	13-Jul	\$25	Incomplete Listing Agreement (no price)	19-Jul	\$250	No Listing Agreement or Seller's Disclosure	25-Sep		No Price Change Form	26-Sep		

Rob Hulse

done.

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Sent: Wednesday, September 13, 2023 11:28 AM

To: LBOR Admin

Subject: Re: Second MLS Fine for 2023

Good afternoon Rob. I am writing to appeal the \$250 fine that has been imposed on me for a purported violation regarding the cancellation of my listing at . I believe there has been a misunderstanding, and I would like to present the facts of the situation for the MLS & Rules Committee to consider. On September 7, 2023, I updated the status of the listing to "Cancelled" as per my client's request and after having received signature of a Cancellation Agreement, as required by my broker. Subsequently, I listed the same property anew , the following day, and included updated photographs and documentation. In line with standard practice and the requirements of LBOR, I included the required new listing agreement. As far as I knew, I had ensured I met all of the necessary requirements to re-market this property for my client. On September 12th, it was brought to my attention that I had been fined by LBOR for not uploading a "change form" with my actions to cancel . However, I would like to emphasize that nowhere in the Lawrence Board of REALTORS' rules and regulations does it explicitly state that a "change form" or "cancellation agreement" be provided in the file for a CANCELLED listing. Furthermore, when I contacted the LBOR office to discuss, I was told by your administrator that a

My primary concern is the clarity of the rules and regulations governing members of LBOR. And specifically those who are new to certain transactions and/or using the LBOR system. I believe this to be a lesson that is learned the hard way, which gives newer agents an unfair disadvantage, costing them more money in penalties. While I am now keenly aware of the requirements, based on the back and forth conversation with yourself and your administrator, to avoid any future misunderstandings and to ensure that ALL members of the board can easily adhere to the rules, I kindly request that you consider revising and clarifying the relevant guidelines. This would not only benefit me but also all members of the Lawrence Board of REALTORS.

change form is required for ALL status updates, which is false. No change form is required for the

uploading a "change form" with my cancellation. However, when I advised that I did not have a

change form, but a cancellation agreement, as provided by my broker, I was told by your

most common updated statuses which include UNDER CONTRACT and SOLD. I am being fined for not

administrator that my cancellation agreement could be uploaded to satisfy the file, which I have since

Additionally, I respectfully request the removal of the fine imposed on my account, as I believe it was issued in error due to the lack of clarity in the rules regarding cancelled listings. I have always aimed

practice and I intend to continue doing so.
I am open to discussing this matter further and providing any additional information that may assist in resolving this issue. I appreciate your time and consideration in reviewing my appeal, and I look forward to a fair and just resolution.
Thank you for your attention to this matter.

to comply with all regulations and maintain a high standard of professionalism in my real estate

On Sep 13, 2023, at 8:02 AM, LBOR Admin <admin@lawrencerealtor.com> wrote:



We will take this challenge (we use the term appeal) to the MLS & Rules Committee for consideration. Absent of an appeal letter, we can present the email exchange to support your request. However, I would recommend that you send a letter addressed to the MLS & Rules Committee stating your position, along with your request.

Regarding the rule: We require a seller authorized change form for any change made that is germane to the listing agreement you have with the Seller. Cancelling a listing is a change that is germane to the listing, even when you immediately relist the property. In this case the existing listing agreement is cancelled by the Seller and Agent, and a completely new listing agreement is signed. The documentation must be complete on the cancelled listing, just as it is for the new listing.

Other common examples of a change that is germane to the listing agreement include a price change, date extension, or temporarily withdrawing the listing from the market. All of these require the Seller's authorization.

And you are correct that a status change from Active to Under Contract does not impact or modify the terms within your listing agreement, and therefore, a Seller's authorization is not required. Similarly, updating the status to Sold does not require a Seller's Authorization, and does not require an additional form.

Thanks, Rob

Rob Hulse, RCE, AHWD

Executive Vice-President

Lawrence Board of REALTORS® Lawrence Multiple Listing Service Direct Line: 785.856.0072

Main Line: 785.842.1843
Rob@LawrenceRealtor.com
LawrenceRealtor.com

From:

Sent: Wednesday, September 13, 2023 9:33 AM **To:** LBOR Admin admin@lawrencerealtor.com

Subject: Re: Second MLS Fine for 2023

It was. And then it was immediately resisted with a new listing agreement. I would like to challenge the rule that says a change form must be uploaded for each status change. I have not had to upload anything when I mark a listing Under Contract or SOLD. For cancelled, there is no longer a listing. I think \$250 is excessive and ridiculous for something that is not abundantly clear.

On Sep 13, 2023, at 7:29 AM, LBOR Admin <admin@lawrencerealtor.com> wrote:

This shows that it was cancelled. <image001.png>

Linda Manley

MLS Administrator

Lawrence Board Of REALTORS® Direct Line: 785.856.0254 Main Line: 785.842.1843 <u>Linda@LawrenceRealtor.com</u> <u>Lawrencerealtor.com</u>

From:

Sent: Tuesday, September 12, 2023 3:33 PM **To:** LBOR Admin admin@lawrencerealtor.com

Subject: Re: Second MLS Fine for 2023

What change are you referring to???? This is a new listing with the updated listing agreement in the documents.

Get Outlook for iOS

From: Lawrence Board of REALTORS® < <u>Admin@LawrenceRealtor.com</u>> Sent: Tuesday, September 12, 2023 12:44:32 PM

To:

Subject: Second MLS Fine for 2023

September 12, 2023

FROM: LBOR/LMLS

RE: Second MLS Fine Notification

A fine has been assessed for the following violation of MLS Rules & Regulations: **There is no change form uploaded to support the change made.**

Per MLS Rules & Regulations Section 1.4: Any change in the original listing agreement shall be made only when authorized in writing by the SELLER, with the corresponding change form uploaded to the listing in the MLS, by midnight of the first business day (excluding weekends and holidays) after the authorized change form is received by the Participant (i.e. price change, extension, agent change, withdraw, cancel etc.). A first violation results in a fine of \$25.00, and you are still responsible for uploading the signed change form. However, this is the second MLS Fine in a twelve-month period, which results in a fine of \$250.00.

In addition, all documents related to the listing or changes in the listing are required to be uploaded to the MLS by one business day from the date the listing is input into the MLS or from the date a change is made. A fine of \$10.00 will be assessed each day that the Change Form is not uploaded.

Please upload the Change Form for Cancelled at this time.



Process:

The Agent and their Broker are notified of the citation and given 20 days to either pay the fine or appeal the decision. If the decision is appealed, the violation and appeal will be reviewed by the MLS & Rules Committee.

Payment of this fine in the amount of \$250.00 is due by September 22, 2023.

Further, if payment is not received by 4:00 PM on October 2, 2023, suspension of MLS privileges will occur until the past due amount is paid, which may include reactivation charges.

If paying by check, please remit to the **Lawrence Multiple Listing Service** and send to the address shown below. Payment may also be made by Visa, Mastercard, American Express or Discover by clicking here and logging into your Info Member Hub under the "Members" tab at the top to pay your invoice, or by calling 785-842-1843 for credit card processing over the phone.

Listing Requirements of the LMLS

Thank You

Lawrence Board of REALTORS Admin.

AMENDMENT TO EXCLUSIVE BUYER AGENCY AGREEMENT

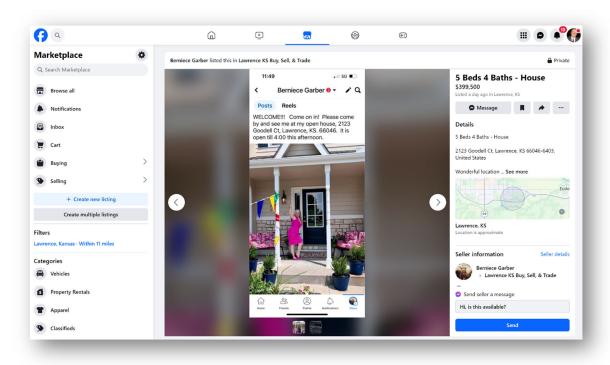
For use by members of the Lawrence Board of REALTORS ®

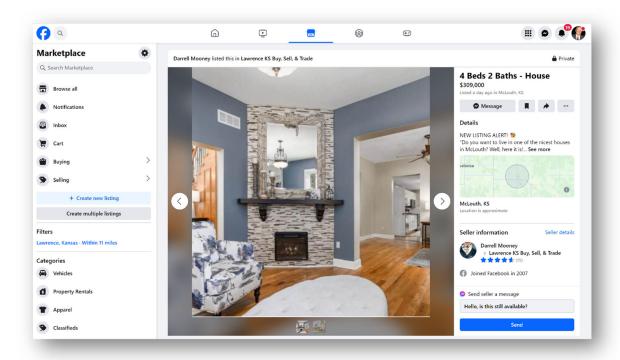
This AMENDMENT becomes a part of the EXCLUSIVE BUYER AGENCY AGREEMENT agreement, dated ______, between the undersigned BUYER and BUYER'S BROKER: It is understood and agreed the following changes become effective upon the mutual execution of this document, unless otherwise agreed to in writing between the parties: BUYER AGENCY AGREEMENT EXPIRATION – Change expiration date to / / COMPENSATION - BUYER Agrees to pay BROKER, as compensation for services rendered, a cash fee as follows: CANCELLED - The BUYER and BUYER'S BROKER hereby agree to CANCEL all terms and conditions contained within the Exclusive Buyer Agency Agreement between the undersigned parties. All parties are released from further obligation and/or liability with respect to this agreement now and in the future. **☐** SPECIAL PROVISIONS: OTHER: . All other terms and conditions of said original agreement remain unchanged and in full force and effect. COMPANY: ___ BUYER NAME: (Insert Company Name above) (Insert Entity / Company Name above if applicable) BUYER: ______Signature Date Date BUYER: _____Signature Date

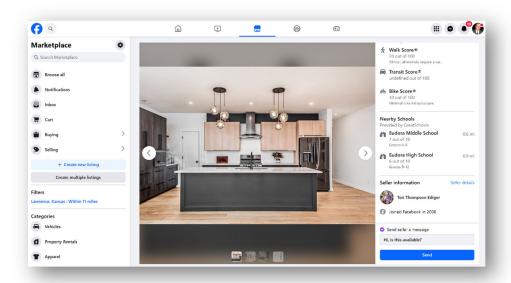
FACEBOOK MARKETPLACE ADS

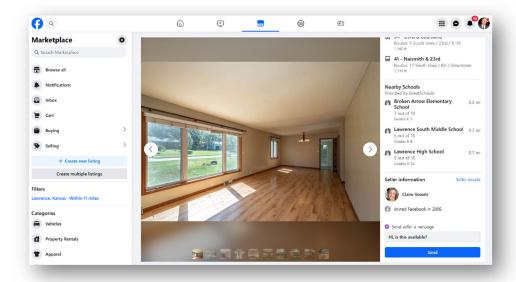
From October 3, 2023

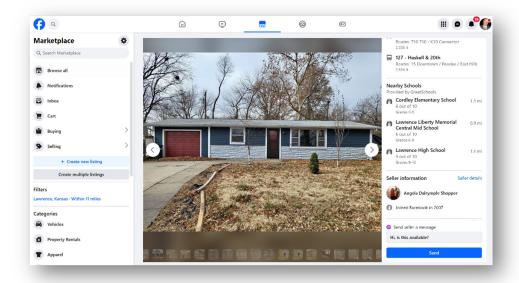
Agent is shown as the Seller.













NAR STAFF

Katie Johnson

Posted 08-24-2023 12:01 PM Edited by Katie Johnson 08-24-2023 12:10 PM

Hello,

As you may have heard, <u>Bright MLS</u> has announced a change in their Listing Entry system that will allow its users to enter zero as an amount in a listing's cooperative compensation fields. Prior to this update, the cooperative compensation fields in Bright MLS required entry of at least one cent. Some of you have asked, so we wanted to let all of you know that this change is consistent with NAR's MLS Policy.

NAR's policies are designed to ensure information is efficiently distributed to facilitate the transaction of real estate to the benefit of buyers and sellers. So long as cooperating brokers are aware of the offers made by listing brokers, that purpose is achieved. NAR has long said listing brokers and their clients are the ones who determine the amount and makeup of the offer to cooperating brokers. Practically speaking, the difference between one penny and \$0 is negligible, and regardless, those offers are always negotiable. These policies ensure brokers are efficiently sharing information they and their clients need through their local, independent broker marketplaces. Without these policies, brokerages would not know important information about listings and they would have to rely on piecemeal information collected in inefficient ways that could negatively affect their ability to serve their clients and ultimately the U.S. economy.

In sum, NAR's MLS policy requires participants to communicate an offer of compensation to other MLS participants and that offer can be any amount, including \$0. And to be clear, NAR is not requiring nor encouraging MLSs to change their data fields to permit \$0. We are simply advising that doing so would continue to comply with NAR's MLS policy. NAR has always believed that NAR's MLS guidelines and local broker marketplaces create highly competitive markets, empower small businesses and ensure equitable home ownership opportunities, superior customer service, and greater cost options for all buyers and sellers.

As always, you are welcome to contact me or the NAR MLS policy team narpolicyquestions@nar.realtor to discuss any of your MLS related questions or ideas.

Thanks,	
Katie	