

# Meeting Agenda

Diversity, Equity & Inclusion Committee  
Thursday, 5, 2026 – 1:00 pm to 2:00 pm

## 1. Call to Order

## 2. Approval of Meeting Minutes

- o March 30, 2026

## 3. At Home With Diversity – September 24, 2026

- o Venue 1235 is available – Fee for space is \$500.
- o Reminder – NAR Grant Approved for \$3,000.
- o Reminder – Instructor Fee is \$1,500 all inclusive – Traci Terrell of Wichita
- o Consider lunch...should we try to incorporate options.
  - o Food Truck?

## 4. Melissa Majors - Outreach Update.

- o Reaction to April 7<sup>th</sup> Zoom Meeting?
- o See Handout – Melissa Majors proposal.
- o Consider timing – NAR Grants Closed for 2026.

## 5. Planning - Reaffirming Our Foundation (continued)

- o Finalize Committee’s collective “Why” and “What” for DEI Mission.
- o See Handout in Packet for Discussion.
- o Confirm Alignment with LBOR’s DEI Commitment.
- o Align Initiatives with Funding Opportunities.
- o Establish Preliminary Timelines.

## 6. Communications Plan Development (continued)

- o Review Progress on Communication Strategy.
- o Clarify Messaging and Audience.
- o Determine Next Steps and Ownership.
- o Discuss Potential Launch Timeline or Kickoff Moment.

## 7. Open Discussion/New Business

- o Additional Ideas or Opportunities.
- o Questions and Collaborative Input.

## 8. Adjournment

### 2026 DEI Committee

Ahnya Lewis, Co-Chairperson	Stephens
Jill Ballew, Co-Chairperson	Stephens
Carson Levine	KW Integrity
Jaclyn Iden	KW Integrity
Karena Schmitendorf	EXP Realty
Nicholas Lerner	McGrew
Robyn Elder	Stephens
Erin Maigaard, President	McGrew
Rob Hulse, Staff Liaison	LBOR

## **Future Agenda/Discussion Items**

### **Education & Professional Development Pathway**

#### **Review of potential sessions:**

- Emotional Intelligence
- Empathy
- Active Listening

#### **Discussion of CE opportunities and designation-based programs:**

- At Home with Diversity
- Association Roadmap for Cultural Change

### **Grant Tracking and Impact Measurement**

#### **Collaboration opportunities**

- Education Committee
- Marketing & Communications Committee
- Neighboring associations (KCRAR, SAR, FHAR)

# Diversity Equity and Inclusion Committee

## Meeting Minutes for 03.30.2026

### Present:

Ahnya Lewis, Jill Ballew, Jaclyn Iden, Ariela Unz, Karena Schmitendord, Nicholas Lerner, Erin Maigaard, and Rob Hulse.

### Excused:

Robyn Elder

### Absent:

Carson Levine

## MEETING SUMMARY

### NAR Grant - AHWD

The Committee recapped use of the NAR approved Housing Opportunity Grant for \$3,000 to host a At Home With Diversity (AHWD) certification course. The group are planning to use Venue 1235 with a projected date of September 24<sup>th</sup>. Rob has confirmed with Venue 1235 that this date is available with rental fee of \$500. Rob is also in the process of confirming details with Traci Terrell from Wichita to teach the AHWD certification course. The budget for the event is \$3,400. The group would like to offer the certification to all LBOR Members as a Member Benefit. Others in the State can be invited to attend as well at a heavily discounted rate. In addition to the AHWD certification, Kansas REALTORS® will be the sponsoring school we coordinate with in order to offer 6 hours of continuing education (CE) credit for this event.

### Melissa Majors – National Speaker

Rob shared with the Committee the positive response from Melissa Majors following our outreach about bringing her to the LBOR for a presentation to Members. As a result, a meeting to explore opportunities on how we might collaborate is scheduled with Melissa Majors on April 7<sup>th</sup> at 9am via Zoom. Rob will email the Zoom information to all Committee Members ahead of the April 7<sup>th</sup> meeting. A key to the collaboration will be budget, and it will be necessary for the LBOR to secure NAR grant money, and/or sponsorships to proceed. Level 1 grants with NAR are up to \$3,000 and Level 2 grants are up to \$7,500. Level 2 requires some collaboration with other stakeholders on this initiative.

Rob shared that he recently toured the University of Kansas Conference Center with Jennifer Wright from Kansas REALTORS®. During the tour (if LBOR cannot secure Melissa Majors on our own), Rob and Jennifer discussed a collaboration to bring Melissa Majors to Lawrence during the 2027 Kansas REALTORS® Annual Conference, which will be hosted at the KU Conference Center. LBOR Member, Crystal Bristol Swearingen will be installed as Kansas REALTORS® President at that conference. It was mentioned that in the past the local association of the installed President have hosted a dessert station (or similar) in recognition of the newly installed President.

## **April – Fair Housing Month**

To promote Fair Housing during the month of April, Karena has arranged the loan of ***Fair Housing in Lawrence*** exhibit panels from Watkins Museum. Karena is arranging for the pickup and delivery of the panels, which will be assembled by LBOR Staff. An agreement for the loan will be signed and returned to Watkins Museum. The panels will remain up for the month of April. Pictures will be taken and shared on social media.

## **Affordable Housing Ribbon Cutting**

The meeting also covered an upcoming ribbon cutting event for New Hampshire Lofts on May 1st, which will include a private lunch by invitation for board members and foundation trustees.

## **Adjournment**

The group scheduled their next meeting for April 20th from 1-2 PM.



## At Home with Diversity® (AHWD)

At Home With Diversity    Earning the AHWD Certification

Course Goals and Objectives    Find an AHWD Specialist



### What Is the AHWD Certification, and Who Is It For?



The course work for the At Home with Diversity® certification is designed to enable you to work successfully with and within a rapidly changing multicultural market. It will help you to learn diversity sensitivity, how it applies to U.S. fair housing laws in your business, and ways to develop professional guidelines for working with people in the increasingly multicultural real estate market.

Feedback

## Benefits of Becoming an AHWD

- Knowledge of the subtleties of U.S. fair housing laws
- Ability to assess and understand attributes of diversity in local markets and their impact on the real estate industry
- An understanding of the basic competencies to earn the confidence of potential buyers and sellers, regardless of race, ethnicity, religion, gender, handicaps, familial status, or national origin
- Knowledge of how to build a business plan that minimizes risk and successfully services all types of clients
- Business etiquette for specific cultures
- An edge in expanding your business to include international clientele
- Elective credit towards the ABR®, CIPS, and (depending on your state) GRI designations, and as a task in the C2EX program
- Some states also give continuing education (CE) credit and GRI credit for this course
- At Home With Diversity® certification certificate of achievement
- Updated education records on nar.realtor and M1 directory listings
- Congratulatory letter from the National Association of REALTORS®
- Exclusive access to At Home With Diversity® marketing tools and resources
- Networking and referral opportunities in the official At Home With Diversity® Certification Holders Facebook group

[Learn more about the AHWD certification](#)

Housing Training Requirement, with a goal of increasing it by 25% with this one class.

## Budget Details

7. The following are NOT eligible uses of grant funds.

- REALTOR® association staff time/hours, including contract staff
- Fundraising contributions or money to hold a fundraiser
- Registration fees and travel related expenses for REALTORS® attending events
- General operating expenses for the association or partner organization
- Donations to an organization or person including direct down payment or closing assistance
- Cash prizes or purchase of gifts and prizes
- Materials for construction/rehab of a property
- Landscaping materials
- Home furnishings or similar items
- Subscription fees for video conferencing services
- In-house association classroom rental fees
- Activities that benefit a single/select group of property owner(s)

8. Please provide your budget in the framework below.

**Note: Associations are encouraged to use the majority of grant funds for expenditures related to the development and implementation of an activity (such as speaker fees, marketing, printing, etc.) rather than venue and catering costs.**

**Community development grants underwrite expenses but cannot product a profit. Please note that if your projected revenue is higher than your projected expenses, the application will not be approved.**

### Revenue

Fair Housing Grant (enter requested amount)	\$3,000
Revenue from sponsors (e.g., booth rental, payment for advertising, etc.)	\$0
Admission fee/tickets	\$0
Contribution from non-REALTOR® collaborating partners	\$0
Contribution from hosting Association - Lawrence Board of REALTORS®	\$400
<b>Total</b>	<b>\$3,400</b>

### Expenditures

Speaker fees (all inclusive)	\$1,500
Marketing	\$500
Snacks and Refreshments	\$300
Venue rental	\$750
Consulting Fee	\$0
Printing of AHWD Booklets for attendees	\$350
<b>Total</b>	<b>\$3,400</b>

**Additional Budget Information: If applicable, use the space below to: provide explanations for "other" revenue or expenses noted above; provide an estimated number of attendees for activities with an admission fee; provide a breakdown of consulting fees; or provide details about in-kind contributions the association will make toward the activity.:**

The main costs are for the speaker, with added emphasis on marketing the session through both direct and indirect channels to maximize attendance. Additionally, there are some smaller costs related to hosting the event off-site, including venue fees and snacks/refreshments throughout the day. The LBOR will also be printing the booklets/class materials.

9. For local associations, the state association must be notified of this funding request. Please provide the name and title of the person at the state association who is most familiar with this request.

First Name Association Contact:  
Jennifer

Last Name Association Contact:  
Wright

Association Staff Email:  
jennifer@kansasrealtor.com

10. In reference to THIS initiative, as described, has your association applied for funding from another NAR grant programs including Housing Opportunity, Smart Growth, Diversity and Inclusion, Consumer Advocacy Development or Issues Mobilization?:

No

# VENUE 1235

## Venue and Event Services Agreement

THIS AGREEMENT ("Agreement") is made and entered this   2nd    
day of   April  ,   2026   by and between VENUE 1235 and CLIENT  
(as described below).

CLIENT:

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
City, ST Zip

Phone 1 \_\_\_\_\_ Phone 2 \_\_\_\_\_ Email

1 \_\_\_\_\_ Email

2 \_\_\_\_\_

EVENT: \_\_\_\_\_

Time and Date   9-24-26   Number of Guests \_\_\_\_\_

VENUE 1235 is the owner and operator of the VENUE. CLIENT desires to hold a special event at VENUE on DATE upon the terms and conditions as set forth in this Agreement.

## 1. EVENT.

2. RENTAL FEE. Client agrees to pay all fees and deposits as set forth herein. Payments for deposits and fees shall be made by cash or personal check, payable to VENUE 1235.

a. Upon execution of this Agreement, Client shall make an initial deposit to reserve the Venue in the amount of     \$0.00     (the "Reservation Deposit"). Except as provided herein, the Reservation Deposit is non-refundable. If Venue 1235 is unable to provide use of the Venue for the Event upon the terms set forth herein, the Reservation Deposit will be returned to Client as full and complete compensation for the cancellation of this Agreement as liquidated damages with no further penalty or liability to Venue 1235. In the event of cancellation by Client, Venue 1235 shall retain the

Reservation Deposit and further, reserves the right to pursue any and all other remedies available at law or in equity.

b. Client agrees to pay the sum of     \$500.00     as the Event Fee. This amount includes, but is not limited to, use of the Venue, tables, chairs and bartenders.

c. Along with the last payment of the Event Fee, Client further agrees that the Reservation Deposit, previously paid to reserve your event date, in the amount of     \$0.00    , will now be used as security for any damage incurred by Venue 1235 arising from or related to the Event (the "Damage Deposit"). Within fourteen (14) days following the Event, Venue 1235 shall provide to Client notice of damages and costs, if any, along with a refund of any unused portion of the Damage Deposit.

## 3. CANCELLATION POLICY.

a. In the event Client is required to cancel the Event more than ninety (90) days prior to the Event, Client shall notify Venue 1235 in writing and further, Client forfeits the Reservation Deposit, which will be retained by Venue 1235 as liquidated damages. Venue 1235 retains the right to pursue claims for any other actual costs incurred by reason of such cancellation as set forth in this paragraph 3.a.

b. If Client elects to change the date of the Event, every effort will be made by Venue 1235 to transfer reservations to support the new date. Client agrees that in the event of a date change, any expenses including but not limited to deposits and fees that are non-refundable and non-transferable are the sole responsibility of Client. Client acknowledges that last minute changes may impact the Event and that Venue 1235 is not responsible for any changes in quality.

c. In the event Client cancels the Event less than ninety (90) days prior to the Event, Client agrees to forfeit the deposit as liquidated damages and in addition thereto, Client accepts responsibility for and shall pay to Venue 1235 a sum equal to 50% of the Event Fee.

4. CONDITIONS OF USE. Client's use of the Venue is subject to the following restrictions: playing loud music or making any noise at a level that is not reasonable under the

circumstances; smoking is not permitted anywhere in the buildings; the Venue must be cleaned and returned in a condition at the end of the Event to a reasonable appearance as it was prior to the rental; Client is responsible for the removal of all decorations and trash from the property, or placed in a dumpster provided on site.

#### 5. EVENT SET-UP AND TEARDOWN.

- a. All property belonging to Client, Client's invitees, guests, agents and sub-contractors, and all equipment shall be delivered, set-up and removed on the day of the Event. Access to the Venue begins at 11:00 A.M. the day of the Event. Should the Client need earlier access for set-up purposes, this can be arranged for an additional fee. The Client is ultimately responsible for property belonging to the Client's invitees, guests, agents and sub-contractors.
- b. Pick up of rental items in the days following your event must be arranged with and approved by Venue 1235.
- c. Drink service must stop no later than 11:00 PM.
- d. Music (DJ or live music) must stop no later than 11:00 PM
- e. All guests must be off the Venue no later than Midnight the day following the day of the Event (except clean-up crew, with all clean-up to be done by 12:00 am).
- f. See additional notes for time frame

6. SITE VENDORS. ~~Venue 1235 has a list of approved caterers to choose from. We require you to select a caterer(s) from this list. No caterer can be used that is not on this list (without prior approval of Venue 1235). Each caterer on this list is familiar with the Venue and accompanying rules and regulations. Each caterer provides excellent food and exceptional service.~~ Each one of these approved caterers carries the Venue 1235 required liability insurance. If Client requests a different food service company, they must be pre-approved by Venue 1235 and meet their rules and regulations. Your catering company is responsible for the set-up, break-down and clean-up of the catered site. Please allow appropriate time for break-down and clean-up to meet the contracted timelines. All Event trash must be disposed of in the designated areas at the conclusion of the event. All vendors must adhere to the terms of our guidelines, and it is the Client's responsibility to share these guidelines with them.

7. USE OF ALCOHOL. All alcohol provided for the Event at the Venue must be purchased from Venue 1235; no outside beverages are allowed unless approved by Venue 1235 in writing. Under NO circumstances shall Client(s) sell or attempt to sell any Alcohol to anyone. Client shall not permit any person under the age of twenty-one (21) to consume alcohol regardless of whether or not the person is accompanied by a parent or guardian. Client hereby expressly grants to Venue 1235, at Venue 1235's sole discretion and option, to instruct the security officer(s) to remove any person(s) from the Venue, if in the opinion of the Venue 1235 representative in charge, the licensed and bonded Bartender and/or the security officer(s) the person(s) is intoxicated, unruly or could present a danger to themselves or others, and/or the Venue. Client hereby agrees to be liable and responsible for all act(s) and actions of every kind and nature for each and every person in attendance at the Event. All large group tabs are subject to a minimum 18% gratuity.

## 8. WEDDING EVENTS:

a. Ceremonies. Wedding ceremonies may be held in the Venue for no additional charge. Additional fees may apply for reset of room from ceremony to reception. Client is responsible for providing ceremony coordinator, officiate, ceremony music and sound system.

b. Rehearsals. Rehearsals may be held on-site for an additional fee. The date and time is to be coordinated with and approved by Venue 1235. Rehearsal Dinners are permitted to be held in the Venue (if available) under separate agreement. Discounts may apply for Clients contracting with Venue 1235 for their main Reception Venue.

9. RESPONSIBILITY AND SECURITY Venue 1235 does not accept any responsibility for damage to or loss of any articles or property left at Venue 1235 prior to, during or after the event. The Client(s) agrees to be responsible for any damage done to the Venue by the Client(s), guests, invitees, employees or other agents under the Client(s) control. Further, Venue 1235 shall not be liable for any loss, damage or injury of any kind or character to any person or property caused by or arising from an act or omission of the Client(s), or any of his guests, invitees, employees or other agents from any accident or casualty occasioned by the failure of the Client(s) to maintain the premises in a safe condition or arising from any other cause, The Client(s), as a material part of the consideration of this agreement, hereby waives on its behalf all claims and demands against Venue 1235 for any such loss, damage, or injury of claims and demands against Venue 1235 for any such loss, damage, or injury of the Client(s), and hereby agrees to indemnify and hold Venue 1235 free and harmless from all liability of any such loss, damage or injury to other persons, and from all costs and expenses arising there from, including but not limited to attorney fees. ~~Either Venue 1235 will hire Mil spec security for the event on \_\_\_\_\_, the cost will be paid by the client. Or the client can elect to hire their own licensed and insured security company with approval by Venue 1235.~~

10. EXCUSE OF PERFORMANCE (Force Majeure) The performance of this agreement by Venue 1235 is subject to acts of God, war, government regulations or advisory, disaster, fire, accident or other casualty, strikes or threats of strikes, labor disputes, civil disorder, acts and/or threats of terrorism, or curtailment of transportation services or facilities, or similar cause beyond the control of Venue 1235. Should the event be canceled through a Force Majeure event, all fees paid by Client to Venue 1235 will be returned to Client within thirty (30) days or Venue 1235 will allow for the event to be rescheduled, pending availability, with no penalty, and there shall be no further liability between the parties.

11. INDEMNITY Client agrees to indemnify and hold harmless Venue 1235, its officers, staff and agents working on its behalf, from any and all claims, actions, suites, costs, damages, and liabilities resulting from the breach of this Agreement, negligence actions, willful misconduct or omissions of Client, and Client's guests, invitees, agents and sub-contractors.

12. SEVERABILITY If any provisions of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable but that by limiting such provision it would become valid and enforceable, ~~then such provision shall be deemed to be written, construed and enforced as so limited.~~

13. INSURANCE. Venue 1235 agrees to carry liability and other insurance in such dollar amount as deemed necessary by Venue 1235 to protect itself against any claims arising from any officially scheduled activities during the event/program period(s). Any third-party suppliers/vendors used or contracted by Client shall carry liability and other necessary insurance in the amount of no less than One Million Dollars (\$1,000,000) to protect itself against any claims arising from any officially scheduled activities during the event/program period(s); and to indemnify Venue 1235 which shall be named as an additional insured for the duration of this Contract.

14. CLEAN-UP. Client shall be responsible for returning the Venue (and site if applicable) to the condition in which it was provided to them. All property belonging to Client, Client's invitees, guests, agents and sub-contractors, shall be removed by the end of the Event. All property remaining on the premises beyond the end of the rental agreement will be removed by Venue 1235 at Venue 1235 cost. Should the Client need special consideration for the removal of property beyond the Event period, this can be arranged prior to the beginning of the event for an additional fee. Venue 1235 is not responsible for any property left behind by Client, Client's guests, invitees, agents and sub-contractors. The Client is responsible for any and all damages to Venue 1235 Venues and the surrounding site. It is the Client's responsibility to remove all decorations and return Venue to the condition in which it was received.

15. RESERVATION OF RIGHTS. Venue 1235 reserves the right to cancel agreements for non-payment or for non-compliance with any of the Rules and Conditions of Usage set forth in the Agreement. The rights of Venue 1235 as set-forth in this Agreement are in addition to any rights or remedies which may be available to Venue 1235 at law or equity.

16. JURISDICTION. The Parties agree that this Agreement will be governed by the laws of the State of Kansas. The Parties consent to the exclusive jurisdiction of and venue in Douglas County, Kansas District Court and the parties expressly consent to personal jurisdiction and venue in said Court. Client agrees to pay reasonable attorney's fees incurred by Venue 1235 associated with any breach of this Agreement.

#### 17. ADDITIONAL NOTES

Read, understood, and agreed to by Client and Venue 1235 VENUE 1235, LLC: VENUE:

Date:   /  /  

CLIENT(S):


Date:   /  /

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## Proposal: Better Together - The Science and Skill of Human Connection

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**From** Melissa Majors <melissa@melissamajors.com>  
**Date** Fri 4/10/2026 11:12 AM  
**To** Rob Hulse <Rob@lawrencerealtor.com>  
**Cc** Aisha Houston <ahouston@melissamajors.com>

 1 attachment (378 KB)  
Better Together.pdf;

Happy Friday, Rob!

Thank you for the opportunity to imagine what we might build together. I am especially drawn to opportunities that align a need with what I have to offer. I have total faith that our collaboration will make a difference in many lives. Exciting times!!

Based on our conversation ([Click here for the meeting recording and notes.](#)), it is clear that what your community needs is not simply a speaker, but a facilitator of a thoughtful experience that helps people engage this work in a way that feels welcoming, disarming, and productive rather than defensive. Given that need, I recommend offering my workshop, **Better Together: The Science and Skill of Human Connection**. Please review the attached document for a description.

As discussed, this could be structured as a keynote or half-day workshop, creating space not only for inspiration but also for meaningful dialogue, reflection, and skill-building. That format seemed especially aligned with your interest in creating an experience that truly moves the needle.

I will happily offer this to you at half my standard rate of \$14,500, for a total of \$7,500, plus a flat \$1,500 travel fee. I would also like to request testimonials and exposure opportunities within your community. I'll leave it to you to decide what that looks like, but I have full confidence you'll connect me with people who could use my services.

I have two other clients with holds on my calendar the first week in November; however, I am available the week of November 9<sup>th</sup>, which could be our sweet spot to capture attendees after your busy season and before their attention shifts to the holidays.

If you'd like to proceed, please let me know, and my life-saving assistant, Aisha, will send an agreement and invoice for a 50% deposit.

I look forward to the next steps. Talk to you soon, and have a terrific weekend!

Melissa Majors | [melissa@melissamajors.com](mailto:melissa@melissamajors.com) | (Office) 214.716.5416 (Mobile) 214.629.4505 | [Melissa Majors Consulting](#) | 539 W. Commerce St. #5167, Dallas, TX 75208



## Better Together: The Science and Skill of Human Connection

We're in a time when loneliness and division are on the rise; the ability to connect across differences is not a soft skill. It's a vital human skill. A leadership skill. A business-building skill. And it's vital to the pursuit of happiness and to living a fulfilled, satisfied life.

In this warm, light-hearted, and thought-provoking experience, Melissa Majors helps us explore the surprising science behind human connection and the everyday habits that help us think, relate, and live better together. With humor, heart, practical insight, and relatable stories, Melissa creates a space where we can lower our guard, laugh at our own human nature a little, and reflect on how assumptions, experiences, and social circles shape the way we relate to others, especially those different from ourselves.

This is not about shaming people or turning the room into a debate club. It is about helping us become more thoughtful, more curious, and more skillful in thinking about the way we think. Because when we get stuck in us-versus-them thinking, everyone loses. Connection suffers. Trust suffers. Business suffers. And so does our well-being.

Humans are wired for connection, yet many of us are feeling more isolated, more stressed, and less seen. Social connection is strongly linked to health, happiness, and life satisfaction, which means learning to "people better" is not just the right thing to do. It is part of the pursuit of a better life.

You'll leave with a deeper understanding of how human beings are wired, why empathy and critical thinking belong together, and how to become the kind of person who helps others feel seen, safe, respected, and welcome, while also living a more fulfilled life.

**This is not a morality lecture. It is an invitation to build the kind of empathy, curiosity, critical thinking, and connection that make work better, communities stronger, and life more satisfying.**

# Diversity, Equity, and Inclusion (DEI)

## What it means in real estate

**Diversity** = who we serve & who we are

**Equity** = fair access to opportunity

**Inclusion** = how people experience working with us

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## Why it matters

- Real estate = pathway to wealth
- Access has not always been equal
- Our role directly impacts outcomes

Real estate has a documented history tied to inequity

- Homeownership gaps
- Property value disparities
- Neighborhood segregation

Where do we see inequities today?

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## Key focus areas:

### 1. Fair Housing compliance and beyond.

### 2. Bias awareness in transactions

- Appraisal bias
- Steering (even unintentionally)
- Language in listings and marketing

## Activity:

Role-play: showing homes to different client profiles

### **3. Inclusive marketing**

#### **Avoid:**

- “Perfect for families”
- “Safe neighborhood”
- “Exclusive community”

#### **Use instead:**

- “Flexible living spaces”
- “Convenient location near parks, schools, and amenities”
- “Private setting”

#### **Activity:**

Rewrite real listings together

### **4. Expanding homeownership access**

- First-time buyer education
- Partnerships with community lenders
- Down payment assistance awareness

### **5. Workplace diversity in brokerages**

- Recruiting from underrepresented groups
- Mentorship programs
- Brainstorm barriers to entry

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#### **Thoughts on approach:**

- Treat DEI as ongoing work
- Focus on real outcome, not just compliance
- Don't assume neutrality = fairness
- What data can we measure?
- Audit your listings, marketing, and client base
- Add bias and fair housing refreshers to regular training
- Build relationships with diverse community groups

- Set measurable goals, not just intentions
  - Create a feedback loop from clients and agents
- 

**Goals:**

- Increase equitable access to homeownership
  - Improve inclusive client experience
  - Reduce bias in transactions and marketing
  - Build a more diverse and supported agent community
- 

## **Quarter 1: Foundations & Awareness**

### **Fair Housing Deep Dive**

- History
- Review obligations under Fair Housing Act
- Case study discussion (steering, discrimination scenarios)
- Tie to current market realities

Where does it show up today?

- Home search recommendations
  - Listing language
  - Marketing & outreach
  - Financing access
- 

### **Understanding Bias**

- Training: Implicit bias in real estate decisions
- Workshop: Role-play buyer/seller scenarios
- Tool: Bias self-assessment

**Action:**

Create a “pause & check” checklist agents use before client recommendations

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## **Inclusive Client Experience**

- Training: Serving diverse clients (cultural awareness, communication styles)
- 

## **Quarter 2: Business Practices**

### **Inclusive Marketing**

- Review listing language, photos, and targeting
- 

### **Expanding Access to Homeownership**

- Training with local lenders on down payment assistance
- Build partnerships with community orgs

#### **Action:**

Host a first-time buyer workshop in an underserved area

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### **Appraisal & Lending Equity**

- Discuss appraisal bias and valuation gaps
  - Panel with lender/appraiser
- 

## **Quarter 3: Community & Culture**

### **Community Engagement**

- Volunteer with housing-focused nonprofits
  - Sponsor local housing initiatives
  - Host a cultural fair
- 

### **Building a Diverse Pipeline**

- Recruiting strategies for underrepresented groups
- Mentorship program launch

#### **Action:**

Pair newer agents with experienced mentors

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## **Inclusive Workplace Culture**

- Evaluate brokerage policies
- Roundtable: agent experiences

### **Action:**

Implement anonymous feedback survey

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## **Quarter 4: Accountability & Growth**

### **Data & Measurement**

Track client demographics, marketing reach, conversion rates

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### **Policy & Standards Review**

- Align practices with guidance from National Association of Realtors
  - Update internal standards
- 

### **Reflection & Planning**

- Review wins, gaps, and impact
  - Recognize participation and leadership
- 

### **Plug-and-Play Tools**

#### **Example: Agent “Bias Check” Before Showing Homes**

Ask yourself:

- Did the client say this—or am I assuming?
  - Am I showing a full range of options?
  - Am I limiting based on my own perception?
-

## Metrics to Track

- Workshop / Training attendance
- New client demographics
- First-time buyer conversions
- Agent participation in training
- Community events held
- New partnerships formed

What are we actually changing?

What's working?

Are agents actually changing behavior?

Adjust accordingly

# LBOR Diversity, Equity, and Inclusion Mission Statement

## The mission of the Diversity, Equity, & Inclusion Committee:

- A. Seeking to expand the knowledge and sensitivity of REALTORS® to diversity, equity, and inclusion issues.
- B. Offer education and training about Fair Housing and cultural sensitivity.
- C. Encourage association leadership among the diverse members of LBOR.
- D. Integrate key stakeholder diversity groups into the life and mission of the association.
- E. Have a positive impact on the cultural conversations in Douglas County related to diversity through education, exposure, and strategic partnerships.
- F. Create clear metrics for accountability, growth, and success of our action plan.

## RESOURCES

### Fair Housing Grants through NAR

For example, the At Home With Diversity® course is supported by a Level 1 Grant @ up to \$3,000. View the Fair Housing Toolkit here: <https://realtorparty.realtor/download/10747/>  
Applications sit at 70% of total budget capacity for 2026.

### Fair Housing Programs and Resources

[Fair Housing Training Requirement](#): Information regarding NAR's Fair Housing training requirement that goes into effect in 2025. Includes NAR options for acquiring credit, FAQs, state and local association CE class curriculum parameters, and mandatory association bylaw language.

[NAR's Fair Housing Action Plan](#), abbreviated 'ACT,' emphasizes Accountability, Culture Change, and Training to ensure America's 1.5 million REALTORS® are doing everything possible to protect housing rights in America. Gain quick access to the fair housing resources below and bookmark [NAR's Fair Housing](#) page for the latest articles, research, reports, publications, and videos.

[Bias Override: Overcoming Barriers to Fair Housing](#) is an [award-winning](#) NAR certificate course that helps real estate professionals interrupt stereotypical thinking so they can avoid fair housing pitfalls and provide equal professional service to every customer or client. Participants will learn about the mind science of identity, study how implicit bias can result in fair housing violations, and engage in interactive exercises to enhance communication skills and business relationships with clients of all backgrounds. These instructor-led courses are three hours and can be offered virtually or in person.

[Fair & Attainable Housing Ideas Forum](#) is a new virtual training and workshop for association representatives to inspire and support participants, providing real-time feedback on ideas to advance fair and attainable housing and homeownership in their communities – and highlight how

## **NAR grants can help.**

[Fair Housing Champion Awards](#) are an annual recognition of REALTOR® Fair Housing leaders who are “being the change” in their business and communities. Award recipients are celebrated throughout the year, including through a promotional video.

[Fairhaven 2.0](#) is an innovative, free fair housing simulation training for REALTORS® that uses the power of storytelling to help members identify, prevent, and address discriminatory practices in real estate. Fairhaven 2.0 launches January 2025.

[Fair Housing Consumer Guide](#): NAR developed content for consumers featuring frequently asked questions about consumer rights through Fair Housing law.

[That’s Who We R Fair Housing Assets](#): As champions for fair housing, associations can leverage marketing assets to amplify support for fair housing in their communities.

[REALTOR® Fair Housing Declaration](#): Show your support for equal opportunity in housing by displaying this declaration of your commitment to following fair housing laws and providing professional service.

[Fair Housing Month](#) is recognized in April to commemorate the landmark 1968 Fair Housing Act, which established U.S. law prohibiting discrimination in housing.

[Success Story Database](#): Search the phrase “fair housing” in the REALTOR® Party Success Story database to read numerous examples of successes from state and local associations around the country who are advancing Fair Housing.