

MLS & Rules Committee Minutes

January 30, 2025 – 2:30pm.

1/30/25 MLS and Rules Plaud Summary

Action Items

1. Review Excused Absence Policy for prolonged absences.
 - a. **Motion, 2nd, and Approval of Excused Absences.**
2. Review Coming Soon Policy
 - a. **Motion, 2nd, and Approval of new language for Fine Enforcement.**
Any showing will result in a fine of \$1,000 ~~for both~~ the Listing Agent and may include an additional \$1,000 fine for the Showing Agent.
3. **Develop Notification Protocol** for both Authorized and Unauthorized showings.

SELLER Authorized Begin Showing Date Change Protocol to be completed in this order:

SELLER Authorized Begin Showing Date Change Protocol

1. Seller signs written authorization to change the Begin Showing Date.
2. Listing agent to provide notification to ALL showing agents.
3. A change is made to the Begin Showing Date in the MLS system.
4. Showings can occur after 1, 2, & 3 are completed.

Unauthorized Showing Protocol must be completed in this order:

Unauthorized Showing Protocol

1. The Exclusive Right of Sale Coming Soon Addendum pre-authorizes a change to the Begin Showing Date.
2. Listing Agent to provide notification to ALL showing agents.
3. Listing Agent must change the Begin Showing Date in the MLS system at their earliest convenience opportunity, but no later than midnight of the same day.
4. Showings must be readily available after 1 & 2 are completed.

4. **The Committee was informed that a 2025 Vice-Chairperson** is needed for leadership continuity.
5. **Prepare for Next Meeting** on February 10; bring thoughts for items #4 and #5.

Meeting Notes:

Review of Previous Minutes

- **Approval:** Previous meeting minutes were reviewed, motioned for approval, seconded, and passed unanimously.

Attendance and Excused Absences

- **Excused:** Danny, Nicholas, and Zach requested and received approval for excused absences.
- **Unexcused:** Deanna and Drew noted as absent without prior request.
- **Future Consideration:** Committee may revise the policy on prolonged absences to ensure participation and continuity.

Policy Updates & Discussion

Coming Soon Policy Revisions (Items 5 & 6)

- **Feedback:** Committee reviewed highlighted policy changes; overall supportive but implementation concerns were noted.

Coming Soon Policy Enforcement & Accountability

- **Fines:** A proposed \$1,000 fine for non-compliant showings deemed high by some.
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Showing Agent Compliance and Fine Structure

- **Fine Breakdown:**
 - **Listing Agent:** Automatic \$1,000 fine for unauthorized showings.
 - **Showing Agent:** Possible additional \$1,000 fine, contingent on Professional Standards Committee review.
 - **Appeals:** Any agent may appeal via the Professional Standards Committee, which reviews complaints and mitigating factors.
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Authorization and “Coming Soon” Addendum

- **Written Authorization:**
 - Sellers may have pre-authorized changes to begin-show date in a “Coming Soon” addendum.
 - **Voluntary vs. Involuntary Changes:**
 - **Voluntary:** Sellers sign an amendment to change the begin-show date.
 - **Involuntary:** Unauthorized showings trigger an automatic date change if pre-authorization exists.
 - **Documentation:** Amendments must be uploaded to the MLS (Paragon) system promptly.
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Protocol for Showing Date Changes

- **Steps 1–4:**
 - **Step 1:** If pre-authorized, no new signature needed.
 - **Steps 2–4:** Notify all agents, update MLS by midnight, ensure showings are available.
 - **Unauthorized Showings:** Listing agent must follow the established steps to correct status and inform relevant parties.
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Vice-Chair & Committee Structure

- **Vice-Chair Needed:**
 - Will assume duties if the chair is absent and transition to chair next term.
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Legal & Compliance Considerations

- **Listing Agreements & Commission Info:**
 - Current requirement: Upload listing agreements and disclosures to MLS; no need to redact commissions.
 - Discussion on purging old agreements concluded that doing so only if legally mandated.
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Future Meetings & Agenda Items

- **Next Meeting:** Proposed for February 10 at 12:30 PM.
 - **Focus:**
 - Fine-tuning final policy language before the board meeting on February 12.
 - Coming Soon Policy items #4 and #5 (members to prepare feedback).
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