

Lawrence Board of REALTORS®

Board of Directors Meeting Agenda

Wednesday, May 11, 2022

1. Consent Agenda:

All matters listed below on the Consent Agenda are considered under one motion and will be enacted by one motion. There will be no separate discussion on those items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- a. Approval of 04-16-2022 Minutes.
- b. Approve Director Absences for Board of Directors Meeting:

Brian Johnson – Requesting Excused Absence

ARTICLE XII – MEETINGS: Section 2. Meetings of Directors. The Board of Directors shall designate a regular time and place of meetings. Absence from three (3) regular meetings without an excuse deemed valid by the Board of Directors shall be construed as resignation. A quorum for the transaction of business shall be six (6) of the eleven (11) Directors.

2. Report of the President – Lindsay Landis

LBOR Items

- Recap from NAR Legislative Conference in DC
- Support for Thomas Howe – KAR President Installation Dessert Display - request by KAR
- LBOR Committee Reports
- Affiliate Advisory Group Update – working toward a meeting scheduled in June.
- Keep on the Radar – Begin recruiting/considering for Board of Director nominees for election this Sept/Oct
 - Consider a September Election instead of October? More lead time for Officer Election & Installation
 - Nominating Committee will be presented for approval in June 2022.
 - John Huntington Jr. will serve as Chairperson & Brian Johnson will serve as Vice-Chairperson
 - Out-going Directors (2) to serve on the Committee (unless interested in nomination for election)
- LBOR Mid-Year Luncheon Meeting – June 7th at Arterra Event Gallery.

Confirmed Speakers are:

 - 1) Jeff Crick, Director of Planning & Development for the City of Lawrence (15-20 min)
 - 2) Mark Tomb, KAR VP of Governmental Affairs (10-15 min)
 - 3) Danielle Davey, LBOR Governmental Affairs Director (10 min)
 - 4) Crystal Swearingen, NAR Vice-Chairperson for Committee on Crypto Currency (5 min)
 - 5) Thomas Howe, KAR Ambassador for C2EX (5 min)

Sponsored by Lawyer's Title of Kansas – Just \$7 to attend.
- WSU Center for Real Estate Dates
 - Housing Market Roundtable – 9:30 am on Thursday, August 4th at LBOR Office?
 - Housing Market Forecast – Breakfast event, Friday morning, October 14th at Arterra?
- Monthly COVID Discussion – Any concerns? LBOR/LRCF Events are planned for 6/7, 7/15, & 10/3
- Calendar Items on Page 2 – including link to subscribe to the LBOR Calendar

LMLS Items

- *Proposed MLS Changes are shown on Page 9 in your meeting packet.*

3. Report of the Treasurer – Josh Reazin (skipping the budget review for May 10th following NAR Legislative Conference last week and with Rob out of the office with COVID)

4. Unfinished Business:

Media Relations/Social Media – Shareables or Media Relations needs from this meeting?

5. New Business

6. Adjourn

2022 Board of Directors

	Lindsay Landis, President	McG
E	Brian Johnson, President-Elect	McG
	Jill Ballew, Secretary	SRE
	Josh Reazin, Treasurer	BHG
	John Huntington Jr., Past President	McG
	Zach Dodson, Director	SRE
	David Dunn, Director	SRE
	Erin Maigaard, Director	HRE
	Jill Stueve, Director - Excused	KWI
	Kimberly Williams, Director	McG
	Amy Wilson, Director	SRE

P-Present, E-Excused, A-Absent

2022 Remaining Calendar Reminders

There was a typo on September 8th Affiliate Appreciation Mixer. If you previously had it on September 10th, please update your calendar.

Standing Dates:

- April 30 – All-In for the Community Poker Tournament (LCC)
- May 1st – 6th – NAR Legislative Conference, Washington DC
- May 11th – Board of Directors Meeting, 8:45am
- May 25th – New Member Orientation – Board of Director Liaison: Erin Maigaard
- June 1st – Board of Directors Meeting, 8:45am
- June 7th – LBOR Mid-Year Meeting at Arterra Event Gallery
- July 13th – Board of Directors, 8:45am
- July 15th – LRCF Brewfest, Abe & Jakes Landing
- August 3rd – Board of Directors Meeting, 8:45am
- August 8th and 9th – NAR Leadership Summit, Chicago IL
- August 25th – New Member Orientation – Board of Director Liaison: Josh Reazin
- September 7th – Board of Directors Meeting, 8:45am
- **September 8th** – Affiliate Appreciate Mixer
- October 3rd – LRCF Charity Classic Golf Fundraiser, Lawrence Country Club
- October 5th, 6th, and 7th – KAR Annual Conference, Overland Park
- October 12th – Board of Directors Meeting, 8:45am
- November 2nd – Board of Directors Meeting, 8:45am
- November 9th -14th – NAR Annual Conference & Expo, Orlando FL
- November 16th – Annual LBOR Community Foundation Awards Luncheon
- November 30th – New Member Orientation – Board of Director Liaison: John Huntington Jr.
- December 7th – Board of Directors Meeting, 8:45am
- December ? (TBD) – Board of Directors Reception

Subscribe to the Calendar using the following iCal information:

<https://lawrenceboardofrealtors.growthzoneapp.com/ap/CalenderFeed/3261>

MEETING MINUTES

LBOR/LMLS Board of Directors

Wednesday, April 6, 2022 @ 8:45am

The 2022 Board of Directors of the Lawrence Board of REALTORS® met at the LBOR Office. President Lindsay Landis presided over the meeting, which was attended by all members of the Board of Directors, except Erin Maigaard, who was excused. Zach Dodson arrived late, and David Dunn was excused to leave early.

To open the meeting, President Landis introduced the consent agenda. Upon review by Directors, **it was then moved and seconded that the Consent Agenda (Minutes of the 03-02-2022 meeting, including requests for Director excused absences) be approved as proposed. Motion passed.**

Report of the President – Lindsay Landis

President Landis opened the meeting with a reminder to the Board of Directors that April is Fair Housing month. Each Director is challenged to complete the Fair Haven Simulation, watch the Bias Override – Overcoming Barriers to Fair Housing video, and complete the C2EX Certification.

Next, Directors were informed about the joint grant application from the KAR, LBOR, SAR, FHAR, RSCKS, and KCRAR for a Consumer Awareness Campaign in support of the legislation passed to allow for tax deferred savings plans for a down payment on a home. The campaign will begin on July 1st for 30 days, and each local association will have \$10,000 to do local marketing. After discussion, **it was moved and seconded to authorize EO Hulse to sign off on the joint application for a grant from the NAR. Motion Passed.**

Next, Directors were provided with an update of the Broker Meeting hosted by President Landis. Several Board Members attended, which was greatly appreciated. Brokers were given a local governmental affairs update, along with an update on MLS changes that will be coming ahead.

Next, Directors reviewed details of the June 7th LBOR Midyear Meeting. Speakers include Jeff Crick from the City of Lawrence Planning and Development Office, Danielle Davey, LBOR GAD, and Mark Tombs, KAR GAD. Our sponsor is Lawyer's Title of KS and the event is just \$7 for members to attend.

Next, Directors discussed the current status of COVID, and no changes to existing policy were made.

Next, Directors reviewed the calendar and agreed to move the July 5th meeting to July 13th in light of the extended July 4th holiday.

Next, Directors considered proposed MLS changes from MLS & Rules Committee. After review, **it was moved and seconded to approve all MLS Paragon Changes as proposed with the following additions: Add Lot Size, Total Square Feet, and Age as Default Search Criteria; Add a Tool Tip for the Showing Instructions Field with Common Terms for showing that were previously in Showing Instructions – Features (vacant, show at will, tenants' rights, etc..). Motion Passed.** In additional discussion, the MLS & Rules Committee will be asked to discuss the Basement Yes/No field and whether it needs to exist as well as Basement in Features.

Next, Directors were presented with a proposed MLS Policy from the MLS & Rules Committee. The Policy called "Fair and Equal Access for All" requires listing agents to ensure that access to a listed property is available to all MLS Participants and Subscribers. Block scheduling would be allowed, and delays in the first showing opportunity would be allowed up to a certain amount of time. Any variation from this policy could result in a fine of \$1,000 to the Listing Agent. After discussion, **it was moved and seconded to return the policy to the MLS & Rules Committee for more clarification and additional work. Motion Passed.**

2022 Board of Directors

P	Lindsay Landis, President	McG
P	Brian Johnson, President-Elect	McG
P	Jill Ballew, Secretary	SRE
P	Josh Reazin, Treasurer	BHG
P	John Huntington Jr., Past President	McG
AL	Zach Dodson, Director	SRE
ELE	David Dunn, Director	SRE
E	Erin Maigaard, Director	HRE
P	Jill Stueve, Director	KWI
P	Kimberly Williams, Director	McG
P	Amy Wilson, Director	SRE

P – Present, E – Excused, A – Absent

ELE – Excused to Leave Early

EAL – Excused to arrive late

LE – Left Early

AL – Arrived Late

Report of the Treasurer

Next, LBOR and LMLS Budget Reports and Profit and Loss statements were provided for Directors to review. After review, the reports were filed for audit.

There being no further business, the meeting was adjourned at 10:45 am.

A handwritten signature in black ink, appearing to read 'Rob Hulse', with a stylized, cursive script.

Rob Hulse,
Executive Officer

Special Report from the May 6, 2022 Board of Directors Meeting

Directors Elect Officers, Extend Consumer Ad Campaign

May 6, 2022

The National Association of REALTORS® Board of Directors met Friday, capping off the REALTORS® Legislative Meetings. The meetings took place just outside of Washington, D.C., in National Harbor, Md.

Directors elected Kevin Sears of Springfield, Mass., as first vice president for 2023, and Greg Hrabcak, of Westerville, Ohio, as treasurer for 2023 and 2024. (*Read more on [Sears and Hrabcak](#).*)

In other actions, directors:

Consumer Advertising

Approved the continuation of the Consumer Ad Campaign, increasing the annual special assessment to \$45 per year per member because of the increased cost of media. The current campaign, [That's Who We R](#), is now in its fourth year and has garnered 42 advertising industry awards. Directors extended the \$45 assessment level through 2027.

Fair Housing

Approved a recommendation from the Fair Housing Policy Committee that NAR support the strong and fair enforcement of the fair lending provisions of the Fair Housing Act and the Equal Credit Opportunity Act. The statement serves as a guide for NAR to advocate for federal fair lending policy that furthers the REALTOR® Code of Ethics' consumer protections against unlawful discrimination.

Approved a State & Local Issues Policy Committee recommendations urging state associations to promote legislation providing for minimum, universal fair housing education requirements for all real estate licensees. Among the minimum requirements recommended was an addition from NAR's Executive Committee recommending that states allow commercial real estate licensees to satisfy the requirements with non-discrimination training.

Property Inheritance

Approved a State & Local Issues Policy Committee recommendation urging state associations to support reforms to state law governing intestate succession of real property. Property owners who inherit real property intestate as tenants-in-common are vulnerable to forced sale and eviction. The policy encourages states to pass reforms such as the Uniform Partition of Heirs' Property Act. UPHPA, model legislation developed by a bipartisan group of experts appointed by state governments to the Uniform Law Commission, provides owners with a series of simple due process protections.

Insurance

Approved an Insurance Committee recommendation that NAR support enhancing the Paycheck Protection Program (PPP) as an alternative to a pandemic risk insurance approach, and that the enhancements achieve a set of criteria including federal revenue replacement in the event of future pandemics, better targeting of highly impacted businesses and investors, and a streamlined application process, among other things.

Legal Action

Approved legal action funding for a New Jersey case involving classification of agents as independent contractors and in an Illinois case challenging an arbitration panel's decision.

Membership Policy & Board Jurisdiction

Amended the Limited Function Referral Office Policy and FAQs to allow for practitioners who are licensed in more than one state to have a LFRO waiver in one state while also holding REALTOR® membership in another, provided that the licensee otherwise qualifies and is affiliated with different brokerage offices in said states.

Professional Standards

Approved the following changes to the *Code of Ethics and Arbitration Manual*:

- Under a change to Sec. 1, they clarified the definition of "real estate professional."
- Under Sec. 20, which describes an expedited enforcement process, directors said Grievance Committees reviewing such cases will be able to refer a complaint to the Professional Standards Committee for a hearing if the conduct described in the complaint is sufficiently egregious and/or a potential violation of public trust.
- Also under Sec. 20, directors clarified that anonymous complaints, other than those allowed for in an association's citation policy, are prohibited. If an association's citation policy allows for anonymous complaints, any complaint referred for hearing must include a complainant (such as a member of the Grievance Committee) to shoulder the burden of proof.

The changes go into effect in January 2023.

Aid for Ukraine

During an emotional opening to the meeting, Alexa Kebalo Hughes, a REALTOR® from Tolland, Conn., sang the Ukrainian national anthem, and Ukrainian REALTORS® Olena Haidamakha of Kyiv and Igor Balaka of Kharkiv spoke about the plight of their country and the Ukrainian real estate industry since the Russian invasion. Directors gave the speakers a prolonged standing ovation and, over the course of the meeting, committed nearly \$19,000 in humanitarian aid.

Rob Hulse

Subject: FW: 2022 Annual Conference - Dessert Display Sponsorship

Hi Rob,

I hope you are having a great week so far! With the upcoming inception of Thomas Howe as our new KAR President at the 2022 KAR Annual Conference, I wanted to send you the information for the Lawrence Board of REALTORS® **dessert display sponsorship**. I have been working on the menus for our upcoming Officer Installation & Awards Event, and in keeping with Thomas Howe's theme, "Setting Our Sails for Success", we are recommending the Crepe and Flambe Station to fit our menu theme for the reception. The price is **\$17++ per person, plus the \$100 attendant fee (++ = 25% service charge and 9.1% sales tax)**. I wanted to provide you with the information early enough so you could plan accordingly with your board.

Please reach out to me if you have any questions.

Thank you,

Jennifer Wright
Director of Member Engagement
Kansas Association of REALTORS®
785-414-5160 – direct line
800-366-0069 x 806
www.kansasrealtor.com

Thanks Jennifer – Can you **remind me what the typical attendance looks like**. I'll have our Board discuss on May 11th and get our Commitment for this back to you shortly after the meeting.

Thanks,
Rob

Rob Hulse, RCE, AHWD
Executive Vice-President
Lawrence Board of REALTORS®
Lawrence Multiple Listing Service

Hi Rob,

The attendance was estimated at 300 but for the dessert display, we estimated 120 ppl. with the 100th Anniversary cake last year. I would think an estimate of 135 - 150 ppl will be more than enough. There will be other food stations and not everyone will eat dessert. I hope this helps!

Thank you,

Jennifer Wright
Director of Member Engagement
Kansas Association of REALTORS®
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MLS & Rules Committee Recommendations to the Board of Directors

For N. Interior:

It was moved and seconded to make the following changes to N. Interior -

- 1. Remove Security Alarm (to be placed in Tech/Smart in a later section)**
- 2. Add Sump Pump**
- 3. Change “Wheelchair Access” to “Accessibility Features” and add a rule that suggests using remarks to explain.**
 - **Also – Change Utility Room Dimensions and Utility Room Level to: Laundry Dimensions – this is an optional field.**
 - Laundry Level (with Dropdown Selection) – this will be a required field.**

Motion Passed

Next the Committee discussed section O: Fireplace.

It was moved and seconded to make the following changes to O: Fireplace –

Section O: Fireplace

- 1. Add: Blower**
- 2. Change: ‘three’ to ‘3+’**
- 3. Add: Electric**

Motion Passed

Next the Committee discussed section P: Exterior

It was moved and seconded to make the following changes to P: Exterior

- 1. Add: Covered porch**
- 2. Add: Covered deck**
- 3. Change Wheelchair Access to ‘Accessibility Features’ and add a rule that suggests using remarks to explain.**
- 4. Change Sprinkler System to ‘Irrigation system’**

Motion Passed

Next the Committee discussed section Q: Amenities

It was moved and seconded to make the following changes to Q: Amenities

Add: Fitness Center

Move the following items

- 1. Golf Lot – Move to Exterior**
- 2. Wooded Lot – Duplicated, so remove from Amenities and leave only in Exterior**
- 3. Lakeside Lot – Move to Exterior**

Motion Passed.

Next the Committee discussed section R: Outbuildings

It was moved and seconded to make the following changes to R: Outbuildings and to S: Fencing

Outbuildings

- 1. Change ‘several’ to ‘2+’**

Fencing

- 1. Add: PVC Fencing**

Motion Passed.

Next the Committee discussed section T: Driveway and U: Ponds

It was moved and seconded to make the following changes to Section T: Driveway

- 1. Move Hard Surface to be the first one on the list.**
- 2. Change Rock to Rock/Gravel.**

Section U: Ponds

- 1. Change: “Several” to “3+”**
- 2. Remove: None**
- 3. Remove: Site Available**

Motion Passed

Next the Committee discussed sections V: Utilities to Property, W: Utilities Available, Y: Phone Service, and ZC: Associated Documents.

It was moved and seconded to change Section V: Utilities to Property and W: Utilities Available as follows

1. Change: 'propane/leased' to 'propane (leased)'
2. Change: 'propane/owned' to 'propane (owned)'
3. Remove Fiber Optic
4. Remove "High Speed" from "High Speed Internet"
5. Reorder Sewer and Water in both V & W as follows:
 - Sewer-City
 - Sewer-Lagoon
 - Sewer-Septic
 - Water-City
 - Water-Rural

To change Section Y: Phone Service as follows

1. Change "DeSoto" to "De Soto"

To change Section ZC: Associate Documents as follows

1. Add: Offer Instructions

Motion Passed.

Next the Committee discussed the Feature Headings for Sections V & W because they are often confusing. After discussion, **it was moved and seconded to change V: Utilities to Property, to Utilities at/on Property. Motion Passed.**

Next the Committee discussed the addition of a Section called Tech/Smart Home

It was moved and seconded to add Tech/Smart Home features as follows:

1. Move Security Alarm from Interior (and should we have two categories instead - Wired Security System, Wireless Security System)
2. Smart Thermostat(s)
3. Smart Doorbell
4. Exterior Cameras
5. Interior Cameras
6. Smart Home Controller
7. Smart LED lights
8. Audio System (or something to include things like in-ceiling and/or exterior speakers)
9. Other/See Remarks

Motion Passed.

Next, the Committee indicated that when the Seller's Property Condition Disclosure is new reviewed, there should be a discussion about adding obligations that Sellers have for Leased equipment installed on listed property.

Next, the Committee reviewed a section called HOA Fee Includes, borrowed from Sunflower. After discussion, **it was moved and seconded to add a section in Features called HOA Fee Includes: as shown below – Motion Passed.**

HOA FEE INCLUDES	21	CT	Cable TV - Residence
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HOA FEE INCLUDES	18	CH	Club House
HOA FEE INCLUDES	22	CA	Common Area Maintenance
HOA FEE INCLUDES	23	CS	Community Signage
HOA FEE INCLUDES	1	EL	Electricity - Residence
HOA FEE INCLUDES	10	EP	Exterior Paint
HOA FEE INCLUDES	24	FM	Feature Maint (pond etc.)
HOA FEE INCLUDES	2	GS	Gas - Residence
HOA FEE INCLUDES	20	GT	Gate
HOA FEE INCLUDES	8	IN	Insurance
HOA FEE INCLUDES	5	LN	Lawn
HOA FEE INCLUDES	11	MG	Management
HOA FEE INCLUDES	25	OT	Other/See Remarks
HOA FEE INCLUDES	9	PK	Parking
HOA FEE INCLUDES		PG	Playground
HOA FEE INCLUDES	14	PL	Pool
HOA FEE INCLUDES	17	PS	Private Street/Maint
HOA FEE INCLUDES	13	RR	Roof Replacement
HOA FEE INCLUDES	19	SC	Security
HOA FEE INCLUDES	12	SS	Security Service
HOA FEE INCLUDES	6	SR	Snow Removal
HOA FEE INCLUDES	7	TX	Taxes
HOA FEE INCLUDES	15	TC	Tennis Court
HOA FEE INCLUDES	4	TS	Trash Service
HOA FEE INCLUDES	16	WT	Walking Trail
HOA FEE INCLUDES		WI	Water - Irrigation
HOA FEE INCLUDES	3	WA	Water - Residence

FROM MLS & Rules Committee Meeting on May 10, 2022

It was moved and seconded to adopt the Water Heater section as proposed, with the addition of Other at the end.
Motion Passed.

WATER HEATER	7	30	30 Gallon
WATER HEATER	4	40	40 Gallon
WATER HEATER	5	50	50 Gallon or More
WATER HEATER	2	EL	Electric
WATER HEATER	1	GS	Gas
WATER HEATER	6	1	More than One
WATER HEATER	3	SL	Solar
WATER HEATER	8	TWH	Tankless Water Heater
WATER HEATER		OTH	Other

It was moved and seconded to enable Advanced Search Functionality in Paragon – Motion Passed.

- a. **Lookup Fields Contain: Equal and Not Equal To**
- b. **Free Form Fields Contain: Not Equal To, Contains, Contains All, Starts With, Not Starting With, and Does Not Contain**

It was moved and seconded to enable Photo Labels and Descriptions in Paragon in a hybrid format with a group of photo labels, and free form text for photo descriptions, and to be option (not a required field). Motion Passed.

- a. LBOR Staff will report back on legalities of photo labels and whether it would be advisable to make these required by listing agents.

Review Collaboration Center Options

- a. **It was moved and seconded to turn on the RPR Valuation Method in Paragon's Collaboration Center, and if the possibility exists in the Collaboration Center/Paragon Preferences to have the default value as "off" to do so for all 3 AVMs. Motion Passed.**
- b. The display of Agent License Number will be left as is.

The Basement Yes/No field will be left as it is.

It was moved and seconded to add a Lookup Field in Paragon for School District, with a list of area districts, and with conditional logic applied to the list of schools for each District. Motion Passed.