

GEORGIA ASSOCIATION OF REALTORS®, INC.

STRATEGIC PLANNING COMMITTEE MEETING

1:00PM, MONDAY, OCTOBER 30, 2023

HYBRID
ATLANTA, GEORGIA

OFFICIAL MINUTES

Called to order/declaration of quorum: 10:00 am by Bill Rawlings

Members Present: Jim Barner, Leah Braxton, Nakia Brooks, Laura Beth Caudell, Eric Crawford, Donna Davis, Michelle Edwards, Steven Fischer, Ann Foster, Bikel Frenelle, Wendy Gravlin Chambers, JT Harrison, Karen Hatcher, Jenea Kennedy, Norm Kennedy, Robert Kozlowski, Dorrie Love, Christopher Matos-Rogers, Reggie McCrary, Melanie Mitchell, Caitlin Newsome, Kelli Phillips, Deborah Prange, Judy Presley, Bill Rawlings, Lisa Scully, Joe Silva, Laura Smith, Tyna Stevenson, Joey B. Tucker, Lionel Walker, Stephen Walker, Jimmy Whaley, Scott Whelchel

Members Absent: Will Curry,

Guests Present: Brianne Drake, Maura Neill

Staff Present: Deb Junkin, Christy Conway, Christina Chow, Brad Mock

ACTION ITEMS:

(A NEW POLICY OR PROGRAM, A CHANGE TO AN EXISTING POLICY OR A BUDGET CHANGE)

1. Approved a motion made by D. Love to modify the Georgia REALTORS Policies and Procedures Manual as follows:

CREDENTIALS, CAMPAIGN AND RULES COMMITTEE

Disqualification Criteria

2. Code of Ethics violations resulting in disciplinary action (other than a Letter of **Warning or Reprimand**) within the past three (3) years

Executive Committee Action:

- Approved Referred to _____ for further study. Postponed until _____
 Approved with the following Amendment:
 Defeat

Board of Directors Action:

- Approved Referred to _____ for further study. Postponed until _____
Approved with the following Amendment:
 Defeat

2. Approved a motion made by R. Kozlowski to modify the Georgia REALTORS Policies and Procedures Manual as follows:

CREDENTIALS, CAMPAIGN AND RULES COMMITTEE

Disqualification Criteria

5. ~~Misdemeanor~~ A conviction, ~~confession~~, guilty plea or nolo contendere plea to any of the following misdemeanor acts involving theft, embezzlement, fraud, misappropriation, force, violence, or moral turpitude, ~~or more than one (1) driving under the influence conviction.~~

6. More than one (1) driving under the influence conviction within the last ten (10) years.

Executive Committee Action:

- Approved Referred to _____ for further study. Postponed until _____
- ✓ Approved with the following Amendment made by R. Brashear:

Disqualification Criteria

5. ~~Misdemeanor~~ A conviction, ~~confession,~~ guilty plea or nolo contendere plea to any of the following misdemeanor acts involving theft, embezzlement, fraud, misappropriation, force, violence, or moral turpitude, ~~or more than one (1) driving under the influence conviction.~~

6. Is currently under a felony indictment.

7. More than one (1) driving under the influence conviction within the last ten (10) years.

Defeat

Board of Directors Action:

- Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

- 3. Approved a motion made by D. Love to modify the Georgia REALTORS Policies and Procedures Manual as follows to include a DEI component to both the Regional Directors' and Vice Presidents' Minimum Qualifications and Prerequisites

CREDENTIALS, CAMPAIGN AND RULES COMMITTEE

Minimum Qualifications and Prerequisites

- Must have completed one of the following DEI courses/certifications within the last three (3) years:
 - L.E.A.D. DEI Course
 - NAR 3 hr. Bias Override Training: Overcoming Barriers to Fair Housing
 - At Home with Diversity Certification

Executive Committee Action:

- ✓ Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

Board of Directors Action:

- Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

- 4. Approved a motion made by J. Tucker to modify the Georgia REALTORS Policies and Procedures Manual as follows:

CREDENTIALS, CAMPAIGN AND RULES COMMITTEE

Vice-President

Served as Regional Director for a full term or currently serving in second year as Regional Director, or meet 8 of the 14 following requirements:

President-Elect

Served as the First Vice President for one (1) full term or currently serving as First Vice President.

President

Served as the President-Elect for one (1) full term or currently serving as President-Elect.

Executive Committee Action:

- ✓ Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

Board of Directors Action:

- Approved Referred to _____ for further study. Postponed until _____
- Approved with the following Amendment:
- Defeat

- 5. Approved a motion made by D. Love to modify the Georgia REALTORS Policies and Procedures Manual as follows:

CAMPAIGN POLICIES

- 1. Candidates for office may officially announce their candidacy and initiate campaign activities no earlier than ~~the first business day following the May Credentials, Campaign, and Rules Committee meeting~~ **the Monday following the Summer Executive Committee meeting**, provided written notification of their intent to run has been submitted to the Georgia REALTORS® office on or before the April 15th deadline and the Committee has approved their candidate eligibility.

Executive Committee Action:

- Approved Referred to _____ for further study. Postponed until _____
- Approved with the following Amendment:
- Defeat

Board of Directors Action:

- Approved Referred to _____ for further study. Postponed until _____
- Approved with the following Amendment:
- Defeat

- 6. Approved a motion made by A. Foster to modify the Georgia REALTORS Policies and Procedures Manual as follows:

CAMPAIGN POLICIES

- 10. The Credentials, Campaign, and Rules Committee, elected GAR Officers (as referenced in the GAR Policies & Procedures Manual), **GAR elected NAR Directors** and GAR Staff cannot endorse or campaign for a candidate for elective office (outside of their own candidacy) during the election process and shall not participate in campaigning for, or against, any candidate directly or indirectly to include but not limited to publicly or privately endorsing any candidate, speak on behalf of, or against, any candidate, posting on any social media platform or participate in any photo opportunities with any candidates. Members of committee shall not wear or distribute campaign paraphernalia, buttons, stickers, etc. for any candidates.

Executive Committee Action:

- Approved Referred to _____ for further study. Postponed until _____
- Approved with the following Amendment:
- Defeat

Board of Directors Action:

- Approved Referred to _____ for further study. Postponed until _____
- Approved with the following Amendment:
- Defeat

- 7. Approved a motion by L. Scully to modify the Regional Structure list as attached (Attachment 1 – Region Map included for reference).

Executive Committee Action:

- Approved Referred to _____ for further study. Postponed until _____
- Approved with the following Amendment:

Board of Directors Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

8. Approved a motion by D. Love to modify the Bylaws as follows:

OFFICERS AND NAR DIRECTORS AT-LARGE

Section 1: Officers

K. ~~Nine~~ **Thirteen (13)** Regional Directors shall represent the ~~nine~~ **thirteen (13)** Regions of GAR and shall perform such duties as may from time to time be established by the Board of Directors, which shall designate the exact territorial boundaries of said Regions and shall serve as identified in the Policies and Procedures Manual.

Executive Committee Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

Board of Directors Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

9. Approved a motion by M. Mitchell to modify the Bylaws as follows:

OFFICERS AND NAR DIRECTORS AT-LARGE

Section 2: ~~Nomination of Officers~~ **Credentialing Process for Officers**

A. GAR desires to elect to its various offices the most qualified people in the membership and, in the election process, desires to pursue those election procedures which create harmony and goodwill and conscientiously avoid divisiveness and ill feelings.

B. The office of President-Elect shall succeed to the office of President the following year.

C. The office of First Vice President is tantamount to election to the office of President-Elect the following year.

D. ~~At least sixty days prior to the meeting of the Nominating Committee~~ **On or before March 1**, GAR shall announce a call for submission of ~~Nominations~~ **applications** for Officers as outlined in Article XIX, Section 3. All applications for officers, ~~except as otherwise provided in Article VIII, Section 2.G of this Constitution and Bylaws~~ shall be received in the GAR office no later than 11:59 pm on April 15 each calendar year. **Names of applicants and the position they are applying for shall be posted on the Georgia REALTORS® website within twenty-four (24) hours of being received.**

E. The ~~Nominating~~ **Credentialing, Campaign, and Rules** Committee shall meet during the month of May **to perform the review process for all open positions as outlined in the Policy and Procedures Manual to determine eligibility. Any applicant deemed ineligible shall have the opportunity to submit an appeal to the Executive Committee as outlined in the Policy and Procedures Manual.** ~~and select a slate of officers for GAR. Said slate shall consist of one candidate for First Vice President, one candidate for Vice President of Governmental Affairs, one candidate for Vice President of Member and Public Services, one candidate for Vice President of Professional Development, and a Regional Director for each Region when the term of the current Regional Director will expire at the end of the year. The Chair of the Nominating Committee will ensure that all members whose names were considered as possible candidates for officers of GAR are notified of the recommendations of the Nominating Committee in a timely manner.~~

F. Any nominee for the position of Vice President (Governmental Affairs, Member and Public Services, or Professional Development) must have completed a full term as a Regional Director, prior to taking office, as defined in Article VIII, Section 1.B of these bylaws.

G. Any nominee for the position of First Vice President must have served as a Vice President.

H. Any candidate who accepts a nomination shall be prohibited from running from the floor for any other position except when a vacancy occurs after the nomination and prior to the election.

I. Any Regional Director currently holding a GAR position must submit his or her resignation immediately after accepting the nomination for another position. The effective date of the resignation will be the first day following the Annual REALTORS® Conference and Expo of the National Association.

J. Following the appeal process as outlined in the Policy and Procedures Manual, the The slate of officers list of candidates for GAR recommended by the Nominating officers deemed eligible by the Credentialing, Campaign, and Rules Committee will shall be reported to the Board of Directors electronically, no later than the first Monday following the June Executive Committee Meeting, and reported in the next issue of the official GAR magazine as outlined in Article XIX, Section 3. after the nominations have been made by the Nominating Committee

K. Names of qualified* candidates in addition to those recommended by the Nominating Committee may be placed in nomination by giving written notice of intent to be a candidate for a particular office. Said notice must be received in the GAR office no later than 10 days following the May meeting of the Nominating Committee. Such notice must include the name of the nominee they are challenging. (*Qualified Candidates shall be applicants who submitted an application by the 11:59 pm on April 15th deadline, completed the Nominating process, and are unslated).

L. The slate of eligible candidates officers recommended by the Nominating Committee, as well as the names of individuals placed in nomination by written notice of intent, shall be conspicuously displayed at the entrance of the convention hall forty-eight (48) hours prior to the meeting of the Board of Directors at the Annual Conference and Expo of GAR.

Executive Committee Action:

- Approved Referred to _____ for further study. Postponed until _____
 Approved with the following Amendment by J. Tucker.

D. At least sixty days prior to the meeting of the Nominating Committee On or before March 1, GAR shall announce a call for submission of Nominations applications for Officers as outlined in Article XIX, Section 3. All applications for officers, except as otherwise provided in Article VIII, Section 2.G of this Constitution and Bylaws shall be received in the GAR office no later than 11:59 pm on April 15 each calendar year. Names of applicants and the position they are applying for shall be posted on the Georgia REALTORS® website within twenty-four (24) hours of being received by the end of the following business day after receipt of application.

RATIONALE: Proposed amendment addresses when applications are submitted on a Friday, Saturday, or the next day is holiday.

Defeat

Board of Directors Action:

- Approved Referred to _____ for further study. Postponed until _____
Approved with the following Amendment:
 Defeat

10. Approved a motion by J. Tucker to modify the Bylaws as follows:

OFFICERS AND NAR DIRECTORS AT-LARGE

Section 3. Election of Officers

- A. The election of officers shall be held at the meeting of the Board of Directors at the Annual Conference of GAR. The order of election shall be First Vice President, Vice President of Governmental Affairs, Vice President of Member and Public Services, Vice President of Professional Development, and Regional Directors in numerical order.
- B. If there is only one ~~(1) nominee~~ eligible candidate for First Vice President, then the election may be by voice vote. If there is more than one ~~(1) nominee~~ eligible candidate for First Vice President, then the election shall be by secret written or electronic ballot. When any ~~nominee~~ eligible candidate receives a majority vote from those voting, that ~~nominee~~ eligible candidate is duly elected to the position. If no ~~nominee~~ eligible candidate receives a majority vote on any ballot taken, then the ~~nominee~~ eligible candidate with the lowest number of votes on that ballot shall be dropped from the ballot, and the remaining ~~nominees~~ eligible candidates shall be voted on in the next ballot. Abstentions are not considered a vote, and any ballot for a single position with more or less than one ~~(1) nominee~~ eligible candidate selected on the ballot shall be disqualified and not counted in the vote.
- C. The Vice President of Governmental Affairs shall be elected in accordance with Article VIII, Section 3. B.
- D. The Vice President of Member and Public Services shall be elected in accordance with Article VIII, Section 3.
- E. The Vice President of Professional Development shall be elected in accordance with Article VIII, Section 3. B.
- F. Regional Directors shall be elected in accordance with Article VIII, Section 3. B
- G. If any office, with the exception of the President and President-Elect, becomes vacant for any reason, the ~~Nominating~~ Credentialing, Campaign, and Rules Committee shall notice the membership and accept applications for no less than ten (10) days from the time the office becomes vacant. The ~~Nominating~~ Credentialing, Campign, and Rules Committee shall meet within ten (10) days from the application deadline to ~~select the nominee~~ perform the review process for the open position as outlined in the Policy and Procedures Manual to determine eligibility. Any applicant deemed ineligible shall have the opportunity to submit an appeal to the Executive Committee as outlined in the Policy and Procedures Manual. and forward the name to the Executive Committee. The Executive Committee shall have no more than twenty (20) days following the ~~Nominating~~ Credentialing, Campaign, and Rules Committee meeting to consider and/or appoint by majority vote the ~~nominee~~ eligible candidate to serve the unexpired term.

Executive Committee Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment by D. Davis:

B. If there is only one (1) ~~nominee~~ eligible candidate for First Vice President, then the election may be by voice vote. If there is more than one (1) ~~nominee~~ eligible candidate for First Vice President, then the election shall be by secret written or electronic ballot. When any ~~nominee~~ eligible candidate receives a majority vote from those voting, that ~~nominee~~ eligible candidate is duly elected to the position. If no ~~nominee~~ eligible candidate receives a majority vote on any ballot taken, then the ~~nominee~~ eligible candidate with the lowest number of votes on that ballot shall be dropped from the ballot, and the remaining ~~nominees~~ eligible candidates shall be voted on in the next ballot. Abstentions are not considered a vote, and any ballot for a single position with more or less than one (1) ~~nominee~~ eligible candidate selected on the ballot shall be disqualified and not counted in the vote. The Chair of the Board of Directors will not vote on any of the ballots unless there is a tie vote.

RATIONALE: Added language is already in the GAR Policies and Procedures Manual. Executive Committee felt that it should also be stated in the Bylaws.

Defeat

Board of Directors Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

11. Approved a motion by S. Walker to accept the new Process to Appeal Candidate Ineligibility to be added to the Georgia REALTORS® Policies and Procedures. (Attachment 2)

Executive Committee Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

Board of Directors Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

12. Approved a motion by J. Tucker to accept the new Application for Georgia REALTORS® Elected Officers. (Attachment 3)

Executive Committee Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

Board of Directors Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

13. Approved a motion by N. Brooks to accept the new Required Documentation and Signature Addendum. (Attachment 4)

Executive Committee Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

Board of Directors Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

14. Approved a motion by A. Foster to accept the new wording for Confidentiality and Non-Disclosure and Policy Agreement and Conflict of Interest Disclosure Policy and Agreement as follows:

~~**Option #1** - Members are required to have a signed GAR **Confidentiality and Non-Disclosure and Policy Agreement** on file with the staff liaison prior to any participation with the committee.~~

Confidentiality and Non-Disclosure and Policy Agreement Option #1 - Members are required to have a signed GAR **Confidentiality and Non-Disclosure and Policy Agreement** on file with the staff liaison prior to any participation with the committee.

~~**Option #2** - Based on the nature of the material to be reviewed and/or discussed, members may be required to sign a GAR **Conflict of Interest Disclosure Policy and Agreement** for a specific discussion item. (RATIONALE: Since conflicts are not always known in advance and are very situational, disclosure needs to be announced at the time the member or committee becomes aware of the conflict).~~

Conflict of Interest Disclosure Policy and Agreement Option #2 - Based on the nature of the material to be reviewed and/or discussed, members may be required to sign a GAR **Conflict of Interest Disclosure Policy and Agreement** for a specific discussion item. (RATIONALE: Since conflicts are not always known in advance and are very situational, disclosure needs to be announced at the time the member or committee becomes aware of the conflict).

Executive Committee Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

Board of Directors Action:

Approved Referred to _____ for further study. Postponed until _____

Approved with the following Amendment:

Defeat

INFORMATION ITEMS:

1. Bill Rawlings, 2023 Chair, welcomed the Committee Members, and reminded the committee of the conflict of interest and disclosure policy and Confidentiality policy.
2. Approved a motion by S. Whelchel to accept the August 17, 2023 minutes as presented.
3. Approved a motion made by D. Prange to leave the felony conviction disqualifications as approved by the September 8, 2023 Board of Directors.

Meeting Adjourned: 2:45 pm

ATTACHMENT 1

REGIONAL STRUCTURE

The Georgia Association of REALTORS® shall be divided into ~~nine~~ thirteen regions numbered one (1) through 9 thirteen (13). Except as noted, the counties of the State of Georgia shall be assigned to the regions as follows:

Region 1 – Bartow, ~~Cherokee, Cobb,~~ Floyd, Gordon, Murray, ~~Pickens Polk~~ and Whitfield (unassigned: Chattooga)
(Note: The following counties are assigned to the Chattanooga (Tennessee) Association of REALTORS®: Catoosa, Dade and Walker)

Region 2 – Cherokee, Dawson, Fannin, Forsyth, Gilmer, ~~Gwinnett,~~ Habersham, Hall, Lumpkin, Pickens, ~~Rabun,~~ Towns, and Union and White

Region 3 – Banks, ~~Carroll,~~ DeKalb (north of Southern Railway), Douglas, Floyd, Franklin, Fulton, Habersham, Hall, Haralson, Hart, Heard, Jackson, Paulding and Polk Rabun, Stephens, and White

Region 4 – ~~Butts, Clayton, Coweta, DeKalb (south of Southern Railway), Fayette, Henry, Lamar, Newton, Pike, Rockdale, Spalding and Upson~~ Fulton, DeKalb (north of Southern Railway)

Region 5 – Baldwin (unassigned), Banks, Barrow, Burke (unassigned), Clarke, Columbia, Elbert, Franklin, Glascock (unassigned), Greene, Hancock, Hart, Jackson, Jasper, Jefferson (unassigned), Jenkins (unassigned), Johnson (unassigned), Lincoln, Madison, McDuffie, Morgan, Oconee, Oglethorpe, Putnam, Richmond, Screven (unassigned), Stephens, Taliferro (unassigned), Walton, Warren (unassigned), Washington (unassigned), Wilkes and Wilkinson (unassigned) Carroll, Cobb, Douglas, Haralson, Heard, and Paulding

Region 6 - Bibb, Bleckley (unassigned), Chattahoochee, Crawford, Dodge (unassigned), Harris, Houston, Jones, Macon (unassigned), Meriwether (unassigned), Monroe, Muscogee, Peach, Pulaski, Talbot, Taylor (unassigned), Troup and Twiggs Aiken (north & west of a line which is approximately half the distance from the city limits of Aiken, SC and North Augusta, SC), Barrow, Clarke, Columbia, Elbert, Greene, Hancock, Jasper, Jefferson, Madison, Morgan, Lincoln, McDuffie, Oconee, Oglethorpe, Putnam, Richmond, Walton, and Wilkes (unassigned: Baldwin, Burke, Glascock, Jenkins, Screven, Taliaferro, Warren, Washington, Wilkinson)

Region 7 - ~~Baker, Calhoun, Clay (unassigned), Colquitt, Crisp, Decatur, Dooly, Dougherty, Early (unassigned), Grady, Lee, Marion, Miller, Mitchell, Quitman (unassigned), Randolph (unassigned), Schley, Seminole, Stewart, Sumter, Terrell, Thomas, Webster, Wilcox and Worth~~ Butts, Clayton, Coweta, Fayette, Henry, Lamar, Pike, Spalding, Troup, and Upson

Region 8 - Atkinson, Bacon, Ben Hill, Berrien, Brantley (unassigned), Brooks, Camden, Charlton, Clinch (unassigned), Coffee, Cook, Echols (unassigned), Glynn, Irwin, Lanier, Lowndes, McIntosh, Pierce, Tift, Turner and Ware DeKalb (south of Southern Railway), Gwinnett, Newton, and Rockdale

Region 9 - Appling, Bryan, Bulloch, Candler, Chatham, Effingham, Emanuel, Evans (unassigned), Jeff Davis, Laurens, Liberty, Long, Montgomery, Tattall, Telfair, Toombs, Treutlen, Wayne (unassigned) and Wheeler (unassigned) Bibb, Chattahoochee, Crawford, Harris, Houston, Jones, Monroe, Muscogee, Peach, Pulaski, Talbot, and Twiggs (unassigned: Bleckley, Dodge, Macon, Meriwether, Taylor)

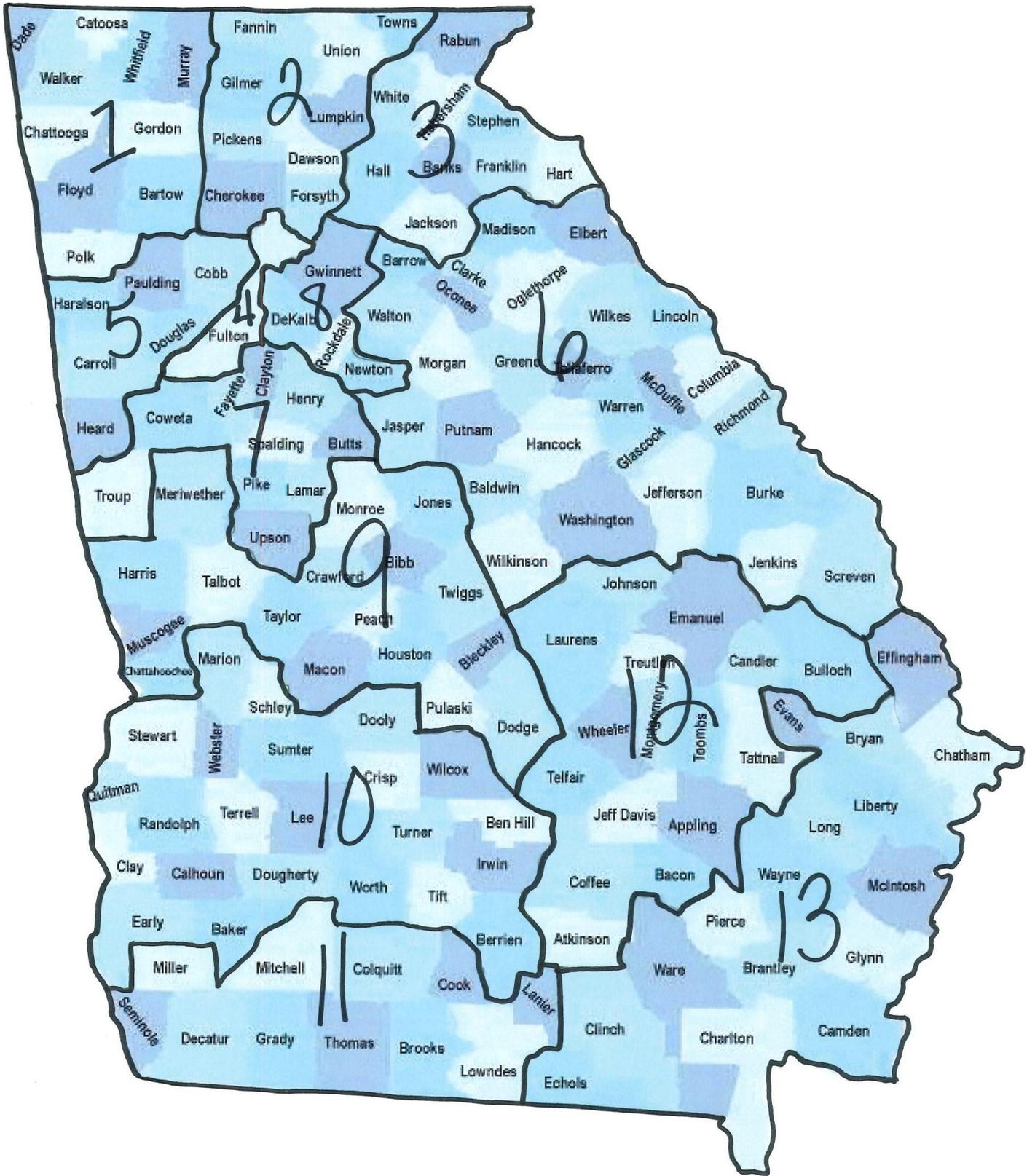
Region 10 – Baker, Berrien, Ben Hill, Calhoun, Crisp, Dooly, Dougherty, Irwin, Lee, Marion, Schley, Stewart, Sumter, Terrell, Tift, Turner, Webster, Wilcox, and Worth (unassigned: Clay, Early, Quitman, Randolph)

Region 11 – Brooks, Colquitt, Cook, Decatur, Grady, Lanier, Lowndes, Miller, Mitchell, Seminole, and Thomas

Region 12 – Appling, Atkinson, Bulloch, Candler, Coffee, Emanuel, Jeff Davis, Laurens, Montgomery, Tattall, Telfair, Toombs, and Treutlen (unassigned: Bacon, Johnson, Wheeler)

Region 13 – Brantley, Bryan, Camden, Charlton, Chatham, Effingham, Evans, Glynn, Liberty, Long, McIntosh, Pierce, Ware and Wayne (unassigned: Clinch, Echols)

The location of the principal office of a Member Board determines the Region to which the Member Board is assigned. Jurisdiction is determined by the National Association of REALTORS®



ATTACHMENT 2

Process to Appeal Candidate Ineligibility

Applicants Right to Appeal:

All applicants that have submitted all documentation, as outlined below, have the right to appeal the Credentials, Campaign and Rules Committee's (CCRC) determination that an applicant is ineligible to run for office.

1. Applicants must have timely submitted their **completed** application and supporting documentation for review.
2. A **completed** application includes:
 - a. All areas of the application must be fully completed.
 - b. All required signatures as outlined in the application must be present.
 - c. All addendum documentation and/or signatures for fulfilled requirements must be submitted with the application.

PLEASE NOTE: Failure to timely submit a **completed** application shall result in the applicant's application being deemed inadmissible for consideration by the CCRC and shall result in automatic ineligibility which cannot be appealed.

Appeal Process Notice:

For those applicants who timely submitted their **completed** application as outlined above, and were deemed ineligible to run for the elected office sought:

1. The CCRC shall provide the staff liaison with a written rationale signed by the Chair stating why the applicant was deemed ineligible.
2. The staff liaison will notify all applicants deemed ineligible by the CCRC and provide the written statement to the applicant within three (3) days of the CCRC's meeting in which the applicant was determined ineligible.
3. The applicant will have ten (10) days from the date of notice from the staff liaison of the CCRC's determination to notify the staff liaison in writing of their intent to appeal this determination along with a statement and/or documentation indicating why they believe they should be eligible to be a candidate for the elected office sought.
4. After ten (10) days from notice of applicant ineligibility, without notice of intent to appeal and a statement and/or documents supporting their eligibility, the applicant will no longer have the right to appeal the determination and will not become a candidate for elected office.

Appeal Process:

An applicant that timely notifies the staff liaison of their intent to appeal the decision of the CCRC's determination of ineligibility, and provides a statement supporting their eligibility, shall have the right to have their appeal reviewed by the Executive Committee.

1. The staff liaison shall notify the CCRC of the applicant's intent to appeal as well as the rationale provided.
2. All appeals will be heard by the Executive Committee at their summer meeting.
3. Appeals shall take place in executive session with only Executive Committee members and appropriate staff.
4. Executive Committee members who are on the CCRC, a Family Member (as that term is defined in the Conflict of Interest Disclosure Policy and Agreement) of the appealing applicant, a member of the same primary local board/association of the appealing applicant, or holds their real estate license at the same real estate firm, partnership, or corporation¹ as the appealing applicant will be excused from the executive session in which the applicant's appeal is being reviewed and decision is made.
5. The Executive Committee members participating in executive session shall be provided with a copy of:
 - a. the completed application,
 - b. the CCRC's statement for why an applicant was deemed ineligible,
 - c. and the applicant's statement and/or documentation that the CCRC was incorrect in their determination of eligibility.

PLEASE NOTE: If there are multiple applicants appealing the determination of ineligibility, then the process for executive session described above will reset after each appeal.

¹ Executive Committee members who hold their real estate license with the same franchise as the applicant may participate in the executive session so long as the franchise offices in which the licenses are held are with two different franchise offices that are independently owned and operated.

Appeal Decision Notice:

Within three (3) days from the date of the summer Executive Meeting:

1. The staff liaison shall notify the appealing applicant and the CCRC of the Executive Committee's decision in writing.
2. The notice shall state the Executive Committee decision regarding the status of the appealing applicant as eligible, or ineligible, to be a candidate for elected office.
3. All decisions made by the Executive Committee regarding an applicant's eligibility to run for elected office are final and cannot be appealed by either the CCRC or applicant.

ATTACHMENT 3



APPLICATION FOR GEORGIA REALTORS® ELECTED OFFICERS

PART A. SUMMARY AND RATIONALE FOR APPLICATION AND SCREENING PROCESS

The Georgia REALTORS® (GAR) is one of the largest and most prominent trade associations in the state. Serving as one of its elected officers is a privilege and the GAR Board of Directors has established qualifications for candidates seeking the position of GAR First Vice President, Vice President of Governmental Affairs, Vice President and Member and Public Services, Vice President of Professional Development, and Regional Director.

Under Article 8, Section 2 of the GAR Bylaws, any member seeking to become a candidate for the office of First Vice President, Vice President of Governmental Affairs, Vice President of Member and Public Services, Vice President of Professional Development, or Regional Director must file an application for candidacy with the Credentials, Campaign, and Rules Committee by the 11:59 pm April 15th deadline. The Credentials, Campaign, and Rules Committee shall evaluate each completed application and determine whether each interested candidate meets the qualifications established by the GAR Board of Directors.

Each potential candidate must return the completed application along with the Required Documentation and Signature Addendum (if required) and a recent photograph to credentialscommittee@garealtor.com on or by the 11:59 pm April 15 deadline to be considered.

PART B. APPLICANT'S PERSONAL INFORMATION

Applicant Name: _____

Position Candidate is applying for: _____

Applicant's Local Board: _____

Applicant M1 (NRDS#): _____

Applicant's Phone Number: _____

Applicant's Preferred Email Address: _____

PART C. APPLICANT'S BUSINESS AND LICENSURE INFORMATION

Applicant's Real Estate Company Name: _____

Applicant's Position Title in the Company: _____

Beginning Date with Company: _____

Name of Company's Supervising Broker: _____

Applicant's Georgia RE License Number: _____

Date of RE License Issuance: _____

PART D. ELECTED POSITION

Please select one (1) of the following positions you are applying for. You may only apply for one (1) position.

- First Vice President (1 year)
- Vice President of Governmental Affairs (1 year)
- Vice President of Member & Public Services (1 year)
- Vice President of Professional Development (1 year)
- Region 1 Director (2 year)
- Region 2 Director (2 year)
- Region 3 Director (2 year)
- Region 4 Director (2 year)
- Region 5 Director (2 year)
- Region 6 Director (2 year)
- Region 7 Director (2 year)
- Region 8 Director (2 year)
- Region 9 Director (2 year)
- Region 10 Director (2 year)
- Region 11 Director (2 year)
- Region 12 Director (2 year)
- Region 13 Director (2 year)

PART E. DISQUALIFICATION CRITERIA

As part of the consideration of candidate applications received by GAR, the existence of any of the following shall deem an applicant ineligible to be a candidate for elective office. If the below information changes at any time after you submit your application, you are required to notify GAR of this change by emailing credentialscommittee@garealtor.com.

Please select 'yes' or 'no' to the following statements.

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Applicant is a member in good standing with any and all current REALTOR® local, state, or national associations/boards in which you hold active membership. |
| <input type="checkbox"/> | <input type="checkbox"/> | Applicant was a member in good standing with any and all REALTOR® local, state, or national associations/boards in which you previously held membership at your time of departure. |
| <input type="checkbox"/> | <input type="checkbox"/> | Applicant has a Code of Ethics violation(s) resulting in disciplinary action (other than a Letter of Warning or Reprimand) within the last three (3) years. |
| <input type="checkbox"/> | <input type="checkbox"/> | Applicant has any outstanding misdemeanor or felony warrants. |
| <input type="checkbox"/> | <input type="checkbox"/> | Applicant has a Felony conviction. |
| <input type="checkbox"/> | <input type="checkbox"/> | Applicant has a conviction, guilty plea, or nolo contendere plea to any of the following misdemeanor acts involving theft, embezzlement, fraud, misappropriation, force, violence, or moral turpitude. |
| <input type="checkbox"/> | <input type="checkbox"/> | Applicant is currently under a felony indictment. |

- Applicant has more than one (1) driving under the influence conviction within the last ten (10) years
- Applicant has been in violation of Georgia License Law resulting in disciplinary action (other than a Letter of Warning or Reprimand) within the past five (5) years.
- Applicant has any outstanding judgements against the applicant (personal or business).
- Applicant has had repeat or flagrant violations of the Georgia REALTORS® Campaign policies by the candidate or their designated campaign volunteers.
- Applicant is employed by a local board/association, member council, or multiple listing service.

PART F. APPLICANT’S ASSOCIATION ACTIVITIES AND INVOLVEMENT FOR REGIONAL DIRECTOR

Please complete this section if you are applying for a Regional Director position. The minimum qualifications and prerequisites for Regional Director is as follows:

- Must be a member in good standing of an association/board within the region (region the candidate is applying for) for not less than one (1) year from January 1 of the qualifying year and
- Must have completed one of the following DEI courses/certifications within the last three years. Select one and :
 - L.E.A.D. DEI Course
Date completed: _____
 - NAR 3 hr. Bias Override Training: Overcoming Barriers to Fair Housing
Date completed: _____
 - At Home With Diversity Certification:
Date completed: _____
- Must meet eight (8) of the fourteen (14) requirements listed below:
**Along with this application, you must complete and submit the Required Documentation and Signature Addendum by the 11:59 pm April 15 deadline.

Please select ‘yes’ or ‘no’ to each of the requirements if you are applying for Regional Director.

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Graduate of the GAR Leadership Academy. |
| <input type="checkbox"/> | <input type="checkbox"/> | Graduate of the NAR Leadership Academy, local board, or any other Institute, Society, or Council Leadership Academy. |
| <input type="checkbox"/> | <input type="checkbox"/> | Served as a local association/board President or Officer or served as a President of Officer of a local, state, or National Institute, Society, or Council. |
| <input type="checkbox"/> | <input type="checkbox"/> | Served as a Chair or Vice Chair of a local association/board committee. |
| <input type="checkbox"/> | <input type="checkbox"/> | Served on two (2) or more local association/board committees. |
| <input type="checkbox"/> | <input type="checkbox"/> | Served as a local association/board – Board of Directors member for a minimum of two (2) years. |
| <input type="checkbox"/> | <input type="checkbox"/> | Served as a Chair or Vice Chair of a GAR Committee, Council, Forum, or Network. |

- Served on two (2) or more GAR committees in the last three (3) years.
- Served on a GAR Presidential Advisory Group or Task Force.
- Served as a GAR State Director for a minimum of one (1) of the last four (4) years.
- Attended any two (2) of the GAR Conferences in the last two (2) years (Conferences are Inaugural and Annual).
- Served as a Chair or Vice Chair of a NAR, or Institute, Society, or Council committee.
- Served on one (1) or more NAR committees.
- Served as an NAR Director.

PART G. APPLICANT’S ASSOCIATION ACTIVITIES AND INVOLVEMENT FOR VICE PRESIDENT

The minimum qualifications and prerequisites for Vice President is as follows.

Must meet the requirements listed below:

- If you served as a Regional Director for a full term, are currently serving in your second year of your term as Regional Director, or meet eight (8) of the fourteen (14) requirements.
 ***If you are applying based on meeting eight (8) of the fourteen (14) requirements, you must complete and submit the Required Documentation and Signature Addendum by the 11:59 pm April 15 deadline.
- Must have completed one of the following DEI courses/certifications within the last three years:
 - L.E.A.D. DEI Course
Date completed: _____
 - NAR 3 hr. Bias Override Training: Overcoming Barriers to Fair Housing
Date completed: _____
 - At Home With Diversity Certification:
Date completed: _____

Please select ‘yes’ or ‘no’ to each of the requirements if you are applying for Vice President.

Yes No

- Have you served a full term as a Regional Director or are currently in your 2nd year?

Yes No

- Graduate of the GAR Leadership Academy.
- Graduate of the NAR Leadership Academy, local board, or any other Institute, Society or Council Leadership Academy.
- Served as a local association/board President or Officer or served as a President or Officer of a local, state, or National Institute, Society, or Council.
- Served as a GAR State Director for a minimum of two (2) of the last four (4) years.

- Served as a GAR Chair or Vice Chair of at least two (2) committees, councils, or forums.
- Served on the GAR Executive Committee.
- Served on the GAR Administration and Operations Committee.
- Served on the GAR Finance Committee.
- Served on the GAR Strategic Planning Committee.
- Served on two (2) or more GAR committees in the last three (3) years.
- Served on two (2) or more Committees for NAR, or a National Institute, Society, or Council.
- Served as a Chair or Vice Chair of a national Association of REALTORS® committee.
- Served as an NAR Director.
- Attended any two (2) of the GAR Conferences in the two (2) years (Conferences are Inaugural and Annual).

PART H. APPLICANT’S ASSOCIATION ACTIVITIES AND INVOLVEMENT FOR FIRST VICE PRESIDENT

The minimum qualifications and prerequisites for First Vice President is as follows:

- Served as a Vice President for one (1) full term or currently serving as a Vice President.

Please select ‘yes’ or ‘no’ to the following requirement if you are applying for First Vice President.

Yes No

- Has served for one full term as a Vice President or is currently serving as a Vice President.

PART I. CONFLICT OF INTEREST DISCLOSURE

As a volunteer of the Georgia Association of REALTORS®, I recognize that I owe duties of care and loyalty to the association. One aspect of fulfilling those duties is to avoid conflicts of interest in which my allegiance might be split between an association position or responsibility. To help avoid conflicts, on this form I am disclosing other situations or areas in which it might even appear that I have conflicting duties to other entities. I invite any further review by the association of any aspects of these situations or areas that might be considered inappropriate. Also, I will take other steps, such as avoiding deliberation, and resolution of certain issues or even withdrawing from my position in the association, if it is determined that those steps are necessary to protect against legal liability to the association or to me arising from conflicts of interest.

1. Please list any professional, business or volunteer positions or responsibilities that might give rise to conflicts:

2. Please list situations in which you are serving as a vendor, an employed by or consulting with a vendor, to the association or its members:

APPLICANT'S SIGNATURE AND LOCAL ASSOCIATION/BOARD ENDORSEMENT

By signing this application, you certify that, if elected, will perform all duties and attend all meetings required of the office, including mandatory training sessions and leading or attending leadership sessions prior to the beginning of the elective year.

By signing this application, you certify that you have read and understand the job description, role, responsibilities, and expense policies of the position to which you are applying.

By signing this application, you certify that you have completed this Application and the Required Documentation and Signature Addendum (if necessary) accurately.

By signing this application, you certify that you have read and understand your rights to appeal the decision of the Credentials, Campaign, and Rules Committee should they find you ineligible to be a candidate for your position sought.

By signing this application, you will inform GAR of any changes at any time after you submit your application to credentialscommittee@garealtor.com

Signature of Nominee: _____

Recommended by: _____

Board President of Board Approved Designee's signature

ATTACHMENT 4

Required Documentation and Signature Addendum – Regional Directors

Directions:

For each item which you selected “Yes” to on the Application for Georgia REALTORS® Officers, please complete the following and where applicable, obtain a signature from a staff person with the local board, institute, society or council who will verify your service/participation. For items requiring a signature, in lieu of a signature only, you may submit a copy of an email from the appropriate staff person verifying/confirming the information (be sure to mark “Additional Pages Attached” and list all included emails). You must still complete all other fields for items in which you selected “Yes” on your Application unless indicated otherwise.

This Addendum must be completed and submitted by 11:59 PM on April 15 to credentialscommittee@garealtor.com along with your Application for Georgia REALTORS® Officers.

- Graduate of the GAR Leadership Academy
 - Year _____
- Graduate of the NAR Leadership Academy, local board, or any other Institute, Society, or Council Leadership Academy.
 - Year _____
 - Which group? _____
 - Staff Signature (not required for NAR Leadership Academy) _____
 - Staff Name (not required for NAR Leadership Academy) _____
- Served as a local association/board President or Officer or served as a President or Officer of a local, state, or National Institute, Society, or Council.
 - Year _____
 - Which group? _____
 - What Position? _____
 - Staff Signature (required) _____
 - Staff Name (required) _____
- Served as a Chair or Vice Chair of a local association/board committee.
 - Year _____
 - Which Local Board/Association? _____
 - Committee Name? _____
 - Which Position? _____
 - Staff Signature (required) _____
 - Staff Name (required) _____
- Served on two (2) or more local association/board committees.
 - 1st Committee? _____
 - Which local board/association? _____
 - Year _____
 - Staff Signature (required) _____
 - Staff Name (required) _____
 - 2nd Committee? _____
 - Which local board/association? _____
 - Year _____
 - Staff Signature (required) _____
 - Staff Name (required) _____

- Served as a local association/board – Board of Directors member for a minimum of two (2) years.
 - Years _____
 - Which Local Board(s)/Association(s)? _____
 - Staff Signature (required) _____
 - Staff Name (required) _____
 - Staff Signature (if necessary) _____
 - Staff Name (if necessary) _____

- Served as a Chair or Vice Chair of a GAR Committee, Council, Forum, or Network.
 - Year _____
 - Committee Name? _____
 - Which Position? _____

- Served on two (2) or more GAR committees in the last three (3) years.
 - 1st Committee ? _____
 - Year _____
 - 2nd Committee ? _____
 - Year _____

- Served on a GAR Presidential Advisory Group or Task Force.
 - Year _____
 - Name of Presidential Advisory Group or Task Force? _____

- Served as a GAR State Director for a minimum of one (1) of the last four (4) years.
 - Year _____

- Attended any two (2) of the GAR Conferences in the last two (2) years (Conferences are Inaugural and Annual).
 - Year _____ Conference: Inaugural Annual
 - Year _____ Conference: Inaugural Annual

- Served as a Chair or Vice Chair of a NAR, or Institute, Society, or Council committee.
 - Year _____
 - Which group? _____
 - Committee Name? _____
 - Which Position? _____
 - Staff Signature (not required for NAR Committee) _____
 - Staff Name (not required for NAR Committee) _____

- Served on one (1) or more NAR committees.
 - Year _____
 - Committee Name? _____

- Served as an NAR Director.
 - Year _____

Additional Pages Attached, if any: List attachments:

Required Documentation and Signature Addendum – Vice Presidents

Directions:

For each item which you selected “Yes” to on the Application for Georgia REALTORS® Officers, please complete the following and where applicable, obtain a signature from a staff person with the local board, institute, society or council who will verify your service/participation. For items requiring a signature, in lieu of a signature only, you may submit a copy of an email from the appropriate staff person verifying/confirming the information (be sure to mark “Additional Pages Attached” and list all included emails). You must still complete all other fields for items in which you selected “Yes” on your Application unless indicated otherwise.

This Addendum must be completed and submitted by 11:59 PM on April 15 to credentialscommittee@garealtor.com along with your Application for Georgia REALTORS® Officers.

- Graduate of the GAR Leadership Academy
 - Year _____

- Graduate of the NAR Leadership Academy, local board, or any other Institute, Society, or Council Leadership Academy.
 - Year _____
 - Which local board/association or group? _____
 - Staff Signature (not required for NAR Leadership Academy) _____
 - Staff Name (not required for NAR Leadership Academy) _____

- Served as a local association/board President or Officer or served as a President or Officer of a local, state, or National Institute, Society, or Council.
 - Year _____
 - Which local board/association or group? _____
 - What Position? _____
 - Staff Signature (required) _____
 - Staff Name (required) _____

- Served as a GAR State Director for a minimum of two (2) of the last four (4) years.
 - Years _____

- Served as a GAR Chair or Vice Chair of at least two (2) committees, councils, or forums.
 - 1st Committee? _____
 - Year _____
 - What Position? _____
 - 2nd Committee? _____
 - Year _____
 - What Position? _____

- Served on the GAR Executive Committee.
 - Year _____

- Served on the GAR Administration and Operations Committee.
 - Year _____

- Served on the GAR Finance Committee.
 - Year _____

- Served on the GAR Strategic Planning Committee.
 - Year _____

- Served on two (2) or more GAR committees in the last three (3) years.
 - 1st Committee? _____
 - Year _____
 - 2nd Committee? _____
 - Year _____

- Served on two (2) or more committees for NAR or a National Institute Society, or Council.
 - 1st Committee? _____
 - Which group? _____
 - Year _____
 - Staff Signature (not required for NAR Committee) _____
 - Staff Name (not required for NAR Committee) _____
 - 2nd Committee? _____
 - Which group? _____
 - Year _____
 - Staff Signature (not required for NAR Committee) _____
 - Staff Name (not required for NAR Committee) _____

- Served as a Chair or Vice Chair of a National Association of REALTORS® committee.
 - Year _____
 - Committee Name? _____
 - Which Position? _____

- Served as an NAR Director.
 - Year _____

- Attended any two (2) of the GAR Conferences in the last two (2) years (Conferences are Inaugural and Annual).
 - Year _____ Conference: Inaugural Annual
 - Year _____ Conference: Inaugural Annual

Additional Pages Attached, if any: List attachments: