

August 18, 2017 10 AM

Minutes of the Board of Directors
Conference Call

It was moved and seconded to accept the Governance Task Force's amendment recommendation to Article XI of the Bylaws and to notice it to the members as follows:

Section 1. Officers The elected officers of CFR shall be a President, a President Elect (who shall also serve as President of the Cape Fear REALTORS® MLS, Inc.), a Vice President (who shall Chair the Finance Committee). The Chief ~~Staff~~ Executive **Officer ("CEO")** shall serve as the Secretary ~~(non-voting)~~. Those elected shall serve one-year terms. (Amended 03-18-04).

Section 2. Duties of Officers The duties of the officers shall be such as their titles, by general usage, would indicate and such as may be assigned to them by the Board of Directors and as specified in the Policy and Procedures Manual.

- a. It is the duty of the President and the CEO to communicate together to the members.
- b. The President-Elect shall automatically succeed to the office of the President.
- c. The Vice President shall automatically succeed to the office of the President-Elect. If the office of the President-Elect becomes vacant, the Vice President may become the President-Elect and perform the duties of both offices and, thereby, no vacancy is created for the office of the Vice President.
- d. It shall be the duty of the **CEO Secretary** to keep the records of CFR and to carry on all necessary correspondence with the NATIONAL ASSOCIATION OF REALTORS® and the NC REALTORS®. [NOTE: Section 7 is moved to this section] ~~Section 7. CEO Chief Staff Executive.~~ The ~~CEO re~~ shall be a **Chief Staff Executive**, appointed by the Board of Directors, and shall ~~be~~
 1. Be the chief administrative officer of CFR;
 2. Be the CFR spokesperson for all advocacy, governance and policy issues;
 3. Have the authority to hire, supervise, evaluate and terminate all other staff, if any; and,
 4. Perform such other duties as prescribed by the Board of Directors.

NOTE: Globally replace *chief staff officer* with **Chief Executive Officer or CEO** in every instance in the Bylaws.

A motion was made, seconded and carried to unstrike ~~(non-voting)~~ so that it reads: The Chief ~~Staff~~ Executive **Officer ("CEO")** shall serve as the Secretary (non-voting). Those elected shall serve one-year terms.

The motion as amended passed.

There being no further business, the meeting adjourned at 10:51 am.

Submitted,

Jerry Panz, CAE, RCE
Secretary