

**CFR Board of Directors MINUTES**  
Thursday, January 18, 2018 @ 8:30am



DRAFT Jan 18, 2018

Roll Call: Fred, Hank, Sherri, Neal, Gloria, Ea, Tony, Doug, Lynn, Debbie (phone), Mike, Tim, Trey, Mark, and Jamie (phone & arrived late). Staff: Taylor

Photos: BOD and individual headshots

Fred Gainey called the meeting to order at 8:35 and the Board accepted the Anti-Trust Statement. The Prayer was offered by Gloria Green and all joined in the Pledge of Allegiance.

The Consent Agenda as accepted.

**President's Remarks** Fred Gainey thanked everyone, including Immediate Past President Neal. He reminded the Board that we speak as one voice and while we may debate and disagree from time to time, in the end we walk out of the BOD united. He introduced his theme as: New Beginnings.

**CEO Remarks:** Taylor Oldroyd discussed the NCR Committee process, our travel policy, the Ex Roundtable formula, and put in a plug for the upcoming Tech Edge on Feb 8.

**Financial Reports:**

- CFO Bruin & Associates Mats and Luke presented the financials, discussed the AR process, and proposed changes to our process to increase transparency through added reporting levels and summary documents.

**Discussion Items:**

- NCRMLS Report Fred Gainey reported as one of the MLS Managers that at the recent meeting we discussed Flex issues, residential changes to include natural gas field, and a new fine appeal process.
- Frequency of BOD meetings? Fred Gainey lead the discussion on setting monthly or quarterly meetings, the policy of 3 absences and use of excused absences? Staff will research best practices.
- LockBox Fees Jo Anna and Becky presented the history and application of the lock box charges and audit process. Board took no action.
- Building Repairs Update Taylor Oldroyd highlighted the recent building pipe burst and flooding. The building repairs are coming along. Biggest concern: did we find all wet areas? And did it get dried out? We think so as ServPro arrived first thing Mon and opened up the walls to remove insulation and have been running 60+ fans for days. Special thanks to Tameca, Patrick, Dayma and Eric & Jeff who joined Taylor in mucking out the water on Sun.
- Dues timing PAG Fred Gainey will set up a PAG to research dues timing, and consider the introduction of late payment and fees. Staff will assist PAG  
**MOTION: Support Fred in setting up a dues PAG. Seconded. Passed.**

**10:30 Action Items:**

- A. Policy clarification – Ballroom charitable use Taylor Oldroyd (Appendix A)  
**MOTION: to approve language recommend by NAR and add the words "at the same rate" after charities. Seconded. Passed.**

B. Merger with Brunswick County **CONFIDENTIAL** Taylor Oldroyd highlighted the fact that now may be the time to consider a larger regional merger.

**MOTION: authorize CEO to negotiate a merger package. Seconded. Passed**

C. Additional Parking Options Chris Livengood represented the Sir Tyler Managers about the potential for additional parking is now a reality as we are under contract and in the 90-day due-diligence process. We have hired engineers, land planners, and appraiser to assist our analysis and responsibility to members.

D. Approve Date for 2019 BOD Orientation Fred Gainey lead the discussion and dates were set.

**MOTION: Set Nov 15 as the 2019 Orientation. Seconded. Passed.**

**MOTIONL Set Dec 13 as the 2019 Orientation as make-up date. Seconded. Passed.**

E. NCR Candidate Endorsement Policy Taylor Oldroyd (Appendix B)  
Reviewed the NCR policy.

F. Consideration of Expenditure for HVAC Taylor Oldroyd (Appendix C)

**MOTION: to replace the unit for \$7485. Seconded. Passed.**

#### **11:00 Other Business:**

A. Requested time Tim Milam shared his thoughts on BOD processes, the Service Agreement (share before candidates run) and potential conflicts of interest.

#### **11:15 New Business:**

A. Fred announced his move to Buy Coastal Real Estate as the BIC.

B. Team Building (What Animal Am I?) Taylor reviewed this fun test and how leaders understand certain skills to better lead and manage a team.

C. Staff will check the service agreement and compare with NAR rules.

#### **Noon Adjourn**

## **Consent Agenda**

---

- Approve Consent Agenda
- Approve Previous Meeting Minutes
- Consent Items:

#### **Approved by email:**

1) None

#### **Future Meetings:**

- **NCR State Meetings:**
  - Jan 24 Vision Quest (Greensboro)
  - June 6 Legislative Day (Raleigh)
  - NCR Executive Cmte: Jan 23, April 17, July 19, Sept 15, Nov 15
- **2018 Installation Banquet:** Saturday, January 13, 2018, 6:30 pm to 10 pm (RSVP required)
- **Next BOD:** Feb 15, Mar 22, June 21, Sept 13, Dec 13
- **Legislative Luncheon:** Friday, May 4, 2018 11:30 am to 1 pm
- **Annual Meeting & Election:** Wednesday, September 12, 2018, 4 pm to 6 pm

- **Pork 'N Politics:** Wednesday, October 17, 2018, 4:30 pm to 6:30 pm
- **Holiday Awards Luncheon:** Wednesday, December 5, 2018, 11:30 am to 1:30 pm

## Appendix A

---

### P 12 of Policy Manual

*Facility Use:* Allow candidates to use the Terraces on Sir Tyler 3rd floor at a rate of \$100 per side. Further, allowing candidates to use the Conference Room at a rate of \$25 and the Classroom at a rate of \$50. This arrangement is also available to area nonprofits and charities based on availability, all room availability subject to confirmation 24 hours in advance of use.

NAR recommends we add the words “at the same rate(s)” after the word “charities.”

## Appendix B

---

NC REALTORS® Strategy for NAR Effectiveness and Involvement Policy provides that NC REALTORS® will “[r]equest at least once annually a meeting with future NAR candidates. This meeting would ideally occur in North Carolina, however, if that is not possible, at an NC REALTORS® caucus meeting to ensure that all of NC REALTORS®’ NAR Directors have the opportunity to learn about the candidates and get to know them on a more personal level.”

To meet this obligation, we have invited, and you will have the opportunity to meet with 2019 First Vice President Eligible Candidates Charlie Oppler and Sherri Meadows, at our upcoming Vision Quest and Winter Leadership Meetings. I anticipate that both will be requesting an endorsement from North Carolina. To that end, I provide the following information regarding NAR’s Campaign and Election Rules (a complete copy of which I have attached to this email).

Under Section G. Endorsements, the following is outlined:

### **1. Home State Association and Regional Endorsements:**

An Interested REALTOR®, Potential Candidate, and Eligible Candidate may obtain an Endorsement from his/her home state association and region at any time and may provide public notice of such Endorsement.

### **2. Institutional and Individual Endorsements:**

Effective August 1, 2018, and except as provided in Section G (1) and (3), Interested REALTORS®, Potential Candidates, and Eligible Candidates are prohibited from soliciting or receiving any Individual Endorsement or Institutional Endorsement prior to August 1 of the year prior to the year in which an Eligible Candidate’s election would be held.

### **3. Potential Candidate Campaign Team Endorsement:**

After the Submission Period, a Potential Candidate or Eligible Candidate may obtain Individual Endorsements from members of his/her campaign team and may provide public notice of such Endorsements.

The election for 2019 First Vice President will occur in May, 2018. Both candidates may now accept endorsements. Both candidates may now also seek financial support for their respective campaigns; however, neither candidate has indicated that they will seek financial support from North Carolina.

We do not have a formal process for endorsing candidates for NAR office. In recent years no endorsements have been forthcoming from North Carolina, with directors split in their loyalties to competing candidates. Each NAR Director from North Carolina has voted for their individually preferred candidate. Voting at NAR is by secret ballot.

You will get a reminder email from Donna next week, but the candidate meeting is scheduled for January 23<sup>rd</sup> from 6:00 – 7:30 pm. The meeting will be in the Provencial Room of the Grandover Resort. Both candidates have been asked to be available at 6:00. At the beginning of the meeting you will be asked to determine whether you wish to meet with both candidates simultaneously or whether you prefer to meet with them sequentially. We will leave time at the end for discussion of the candidates and to vote on an endorsement if it is the will of this group to make an endorsement.

Finally, Brian Copeland from Tennessee is a declared Potential Candidate for 2020 First Vice President. Not later than August 1, 2018, NAR will release its list of all Eligible Candidates at which time I expect Brian to move from Potential Candidate to Eligible Candidate. The election for 2020 First Vice President will occur during the 2019 May meetings. The other declared Potential Candidate for 2020 First Vice President is Leslie Rouda Smith from Texas. Brian will be at our meetings later this month, but will not be interviewed during this meeting. Since Brian is from Region 4, he may seek our endorsement at any time. I expect Brian to make a formal request in the very near future; however, North Carolina may endorse Brian without his formal request at any time since he is from our Region. It would be worth discussion later this month regarding North Carolina's willingness to come out with an early endorsement of Brian since he is from our Region.

## Appendix C

### HVAC Proposals:

> 12/13/2017 Wed 1:10 PM> DALE:REPLACED MOTOR. UPON STARTING SYSTEM FOUND COMPRESSOR IS LOCKED UP ALSO FRANK AND I ARE WORKING UP PROPOSAL FOR EITHER NEW UNIT OR NEW COMPRESSOR DUE TO COST OF REPAIR

CURRENT COSTS. BLOWER MOTOR VARIABLE SPEED ECM. \$1,500.00 REPLACED BLOWER MOTOR, FOUND COMPRESSOR LOCKED UP.

SEARCHED FOR PRICING. TO REPLACE THE EXISTING TRANE 5 TON 3 PHASE HIGH EFFICIENCY COMPRESSOR WITH A NEW TRANE HIGH EFFICIENCY 5 TON SCROLL COMPRESSOR, COMPLETE WITH VIRGIN R-410A REFRIGERANT, TORCH AND BRAZING, NITROGEN, NEW FILTER DRIER, NEW THREE POLE CONTACTOR, VACUUM PUMP, NITROGEN, LABOR INCLUDES ONE TECHNICIAN AND ONE HELPER, ADDITIONAL COST: \$3,610.00

+ \$1,500 for Motor = \$5,110

OPTION: TO REPLACE THE EXISTING TRANE 5 TON 3 PHASE HIGH EFFICIENCY SCROLL COMPRESSOR WITH A COPELAND 5 TON 3 PHASE HIGH EFFICIENCY COMPRESSOR IN LEIU OF TRANE BRAND COMPRESSOR DEDUCT \$521.00 FROM ABOVE OPTION.

NET PRICE ( \$3,089.00)

COMPRESSOR AND MOTOR HAVE A ONE YEAR PART WARRANTY.

LABOR ON COMPRESSOR HAS A ONE YEAR WARRANTY.

LABOR ON MOTOR HAS A 30 DAY WARRANTY.

REPLACE OPTION: TO REPLACE THE EXISTING TRANE 5 TON 3 PHASE 13 SEER GAS PACK WITH A NEW TRANE 5 TON 208-230 VOLT THREE PHASE GAS PACK.

PRICE INCLUDES: EQUIPMENT, LABOR, TAX, GAS PIPING RECONNECTION, ELECTRICAL POWER AND CONTROL WIRING RECONNECTION, CRANE FEE, MECHANICAL AND ELECTRICAL PERMITS AND INSPECTIONS. REMOVE AND RECYCLE THE EXISTING UNIT.

PRICE: \$7,485.00

THE COMPRESSOR HAS A FIVE YEAR WARRANTY.

ALL OTHER PARTS AND LABOR HAVE A ONE YEAR WARRANTY ON NEW TRANE UNIT.

PAYMENT DUE UPON COMPLETION.

PLEASE EMAIL OR CALL WITH ANY QUESTIONS.

Page 1 of 2

## Proposal

### SOUTHEASTERN HTG AIR & ELECTRICAL

PO BOX 3837

WILMINGTON, NC 28406

910-799-1232

www.southeasternheatingandair.com

December 14, 2017

Summary: ESTIMATE

Reference #: 10206-123

Due Date: 1/9/2018