

2018 COMMITTEE REQUEST FORM



HELP WANTED (This means YOU!)

Committee members play an integral role in our Association!

Want to get involved, but don't know how? Below are some answers to frequently asked questions about our committees. If you are interested in serving on a committee, see the reverse side of this flyer and return it to the Association office. If you have any additional questions, please call Linda at 799-1971.

We look forward to working with you!

Who Is On A Committee?

The Chair is appointed by the Association President and the Vice Chair is recommended by the President-Elect. In making these appointments, the President considers the individual's experience, expertise, and degree of interest in the issues addressed by the committee.

Do I Have To Attend Meetings?

Without the resources of its members, your committee cannot function effectively. The success of its work depends upon your participation. Your attendance at the meeting assures continuity of information and actions. If an absence is unavoidable, you should notify the Chair in advance of the meeting.

What Are We Supposed To Do?

Your Committee acts on ideas. "Break the Mold", "Look Outside the Box" come up with new innovating programs while sticking to your goals.

What About Finances and Policies?

Because these strategic matters are reserved by the Association bylaws to other deliberative bodies such as the Board of Directors, your committee may only make recommendations concerning these matters, which your Chair will forward to the appropriate body.

How Do We Get Things Done?

The business of your committee is customarily conducted from the order of items appearing on your meeting agenda. Items you wish to have added to the agenda should be brought to the attention of your Chair, preferably prior to the meeting.

How Much Time is Required?

Most Committees meet on a quarterly or "as needed" basis. The average committee meeting lasts less than two hours.

May I Bring An Interested Friend?

Most committee meetings are open to members not serving on the committee and they are welcome to observe the proceedings. Check with the Committee Chair to determine if it is an open meeting.

May I Speak My Mind?

Your opinion is important. Speak up whenever you have a comment, suggestion, constructive criticism or different point of view. If your committee cannot share and explore your ideas, it cannot act to represent the full and best interest of the members.

Where are Meetings Held?

All committee meetings must be held at the Association Office unless prior arrangements have been made.

Request Assistance Early

Members of the staff are assigned various committees and prepare & distribute materials to committee members, coordinate the committee's activities, implement its decisions and assist in other matters. During the Association's periodic committee meetings, one staff member may be assigned to several committees. To facilitate staff assistance to all committees, your cooperation is needed. Please present requests for service well in advance of your meeting. Make reservations for the Association meeting room in advance with staff.



Volunteers are the strength of this organization. They are the ones that guide the association into the future. Please consider volunteering in an area that is of interest to you. We realize that your time is precious, so keeping that in mind, we have developed many levels for you to participate in. We have very few committees that would require a year long commitment. Instead, we have task forces, work groups, forums, etc. that meet for a specific purpose to get a single job accomplished – then you're done!

Whether you're a brand new agent or a seasoned veteran, we need you!

1. Please indicate your 1st, 2nd, and 3rd choice
2. Complete the Member Profile below
3. Fax to the Association Office, 799-4350 or mail to 7321 Sunshine Grove Rd., Brooksville, FL 34613

Standing Committees:

Bylaws Review and Revision

It is the responsibility of this committee to review the Bylaws, MLS Rules and Regulations, and Policy and Procedures of the Association and make appropriate recommendations to the BOD.

Education: Provides programs, courses, seminars and other information to further the knowledge of the membership. Also oversees and plans the Orientation program for new members and the Association's Honor Society.

Events: Organizes social events for the Association to allow for a relaxed means of getting to know one another, i.e. annual picnic, mixers, etc.

Government Affairs: Monitors legislative matters at all levels of government that affect the real estate industry. Keeps Directors and membership informed, is a liaison with legislators and recommends actions as necessary. Does not let personal or political goals impede the good of the Association.

Grievance: Screens ethics complaints to ensure that complaints are in proper form, have been filed within the time limit as established by NAR and are otherwise procedurally correct.

Leadership Development: Responsible for maintaining a program to find and grow future leaders for the Association.

MLS/Technology: Responsible for enforcing the MLS Rules.

Screening Committee
Within 60 days of the annual election, a **Candidate Screening Committee** of seven REALTOR® and/or REALTOR-Associate® Members the Candidate Screening Committee consisting of the second immediate past President who shall serve as Chairman, the current President, current President-Elect, the immediate past President, one other past President and two Members at large. The Candidate Screening Committee shall conduct an interview, a background check and validate any Member, in good standing to run for elected office and allow their names to be placed on the slate of candidates, to be voted on by the voting Members..

Past Presidents Advisory Council

Past Presidents Advisory Council shall meet at least quarterly with the current year Association President. The charge of this council will be to offer advice and recommendations as it relates to accomplishing the objectives of the Association's Strategic Plan, leadership development, and the general health and well being of the Association. Meet with the President-Elect, at least once each year, sharing best practices when preparing for the Presidency. Help identify future Association leaders.

Photographer: Responsible for taking photos at all of the Association functions.

Professional Standards: Responsible for enforcement of the Code of Ethics and arbitration of disputes involving members.

Public Relations: Prepares the advertising programs of the Association. Also publicizes the Association activities and real estate information that is of interest and benefit to the public.

RPAC: Raises funds for the furtherance of political candidates and issues on a non-partisan basis.

Special Committees:

Affiliate: Assists the Association with the planning, scheduling, fund-raising and organization of various Association projects and events.

YPN:

Young Professional Network
Christmas Parade Float- Designs and builds a float to enter into the Brooksville Christmas Parade.

Graduate Academy

The Graduate Academy shall consist of the prior two years Leadership Development Committee members who have successfully completed the leadership development training. The members will continue to learn the organizational flow and structure of our local, state and national associations. Learn public speaking tips and techniques. Meet at least quarterly with the current Association President. Meet at least once a year with the Past Presidents Advisory Council and local association committee chairs. The goal of this Academy is to help its members move forward into current and future Association leadership roles.

MEMBER PROFILE

Name: _____ E-mail: _____ Phone: _____

Office: _____ Date Joined the Association: _____

List previous committee (s) served on: _____

Organization or Community Involvement: _____

Education Background: _____

Previous Employment: _____

How much time are you willing to serve the Association? _____

Would you be willing to accept the chairmanship? _____

Would you be willing to serve on the Board of Directors in the future? ___ Yes ___ No