

**Mission Statement: We are a network of successful Realtors, advancing women as business leaders in the industry and in the community we serve.**

**GROUND RULES:**

- Please turn off cell phones (or put them on vibrate)
- Only board members may vote
- Evaluate ideas, not people, work toward consensus
- Address all comments to the presiding officer and avoid side conversations
- Respect people's time; be brief, stay on topic
- If you will be late, please notify someone as soon as possible and provide an estimated time of arrival.

Present: Mindy Jo Lyons, Miranda O'Callaghan, Latisha Morris, Michelle Dickerson, Lisa Johnson, Katie Marks, Anneli Langan and Melinda Keberle; via Zoom: Gina Mosey and Jennifer Shupe

- I. Call to order – Mindy Jo Lyons, PMN – President – 10:07
  - A. Approval of agenda – **Motion to approve agenda was made, seconded and approved**
  - B. Approval of Minutes - **Motion to approve minutes was made, seconded and approved**
- II. Reports of Governing Board:
  - A. President - Mindy Jo Lyons
    - i. Spring conference – Meet at Michelle's house at 6:30 am April 16. Basket to be provided, Gina will add a bottle of wine; board members encouraged to reach out to other board members in the same position in different WA networks
    - ii. NEWAR Golf Tournament – June 28<sup>th</sup>; show up at 8 am – car pool from Mindy Jo's house at 7:15; show up in swag; Mindy Jo, Miranda, Anneli, Lisa, Latisha, Melinda and maybe Katie
    - iii. Midyear – Mindy Jo, Miranda, Lisa going
    - iv. Fall Conferences – State – all signed up for Kennewick
    - v. Standing Rules –
      1. Changes to travel plans / arrangements – Spokane Realtors revision of policy - \$300/day for up to 3 days; need to avoid double dipping (ie getting paid from more than one group – WCR, SR, WR)  
**Motion to create a financial policy regarding travel instead of creating a standing rule made, seconded and approved.**
      2. Allowance or first right of refusal for Directors and Chairs – **Motion to allow first right of refusal for directors and chairs to be reimbursed for travel is a Governing Board member does not travel made, seconded and not passed as written.** Suggestion that a President's Advisory Group (PAG) be appointed to make recommendations.
    - vi. Spokane Realtors – item skipped /no discussion
  - B. President Elect - Miranda O'Callaghan
    - i. Bill Highway vs. Eventbrite for events – **Motion to nix Bill Highway and Member Planet for invoicing and events, and return to using square and Eventbrite made, seconded and approved.** Bill highway charges 4% for invoices and Square charges 3.3% + \$0.30 per invoice. Member Planet charges 6% + \$0.75 per ticket. Eventbrite charges 3/7% + \$1.79 /ticket. From the events team

- there is no difference but from purchaser standpoint Eventbrite is easier and more familiar.
- ii. Candidate Review Project Team – Team includes Dezda (past events director); Gwen (past president) and Tom Clark. Cynthia is a solid maybe/probably.
- C. Treasurer - Latisha Morris
- i. Treasurer's Report – Strategic partner money paid - \$20,599 and \$4,000 that didn't make it on time for month end;  
Need to budget \$500 for spring and fall conferences;  
All events have made money so far this year;  
End balance - \$30,720.79
  - ii. Bill Highway – Miranda talked about
  - iii. Member Planet – Miranda talked about
- D. Events Director - Michelle Dickerson
- i. Events updates – Notes for Realtor Olympics, carnival and women empowering women conference are attached to agenda  
Discussion about combining new member drive event with strategic partner appreciation event
  - ii. Colville September safety class – **Motion to add Colville safety class to schedule in September made, seconded and approved.** Discussion about collabing with NEWAR to pay for space or sponsor lunch; Heather Schilling to teach; to be held at the ambulance center for \$75; Lynn Brandt will be a \$500 sponsor; need marketing materials before NEWAR Golf Tournament; \$20 for non-member; free to members.
  - iii. Adding 2025 Board meeting retreat to budget – Discussion about modifying budget to include retreat / vision casting upcoming year for new board; map out coming year, training for new board and bonding with each other. Maybe a PAG appointed to work on budget details.
- E. Membership Director – Hannah Kotsala
- i. New roster – New roster attached to agenda; 66 members
  - ii. New mentor assignments – New mentor assignment attached to agenda; Mindy Jo traded Jennifer Shupe to Lisa so Jennifer could get more attention from the Board – Mindy Jo sees her all of the time. Mindy Jo is assigned to herself.
  - iii. SR New Agent Orientations – Last Friday of each month at 10:00 am and invite to coffee the following Tuesday at Derailer at 10:00 am – Membership recruitment and retainment. Percent of membership we kept on the roster after the purge on April 1<sup>st</sup> was 75%;  
The annual membership nudge in September, membership event in January and the SR new member orientations (specifically with a coffee follow up) seem to be what is working as far as getting new members.  
The members that renew are the ones that are involved. The best way to keep members is to ask them to help in some way or they are coming to events. Most members who did not renew I don't recall seeing at any events despite reaching out and inviting. I think it's important to get new members involved at the very beginning. I think the mentorship assignment are key to this with as many members as we have.
- F. First Vice President - Lisa Johnson

- i. Women in Real Estate Grant – The grant materials supplied to Tami at SR are attached to the agenda. Tami has received and submitted the materials. Now we wait to hear the outcome.
  - ii. Community outreach – Discussion of Junior Achievement event and involvement; we will put the call out to membership and connect them to JA directly to sign up. The event is May 21-24.
- III. Reports of Project Teams
- a. Budget & Finance - Melinda Keberle – no report
  - b. Events - Anneli Langan – no report
  - c. Strategic Partner Director - Katie Marks
    - i. SP Update on 2024 goal and progress – Team following up with SP and inviting to events (mentors) – Angela, Judy, Gwen, Dezda, Franco, Cynthia and Katie; \$26,000 brought in 2 Platinum; 4 Gold; 13 Silver w/ 1 new one coming; 2 team and 15 individuals; a new banner has been ordered for \$50.
  - d. Marketing – Melissa Landcaster & Sarah Foley - no report/not in attendance
  - e. Membership - OPEN
  - f. Community Outreach - Lisa Johnson – no further report
- IV. Unfinished Business
- V. New Business – **Motion to offer promo code for 25% off events to past presidents made, seconded and approved.**
- A. Goals and challenges – Ran out of time but Anneli has a goal to pass her Idaho test.
- VI. Adjourn – **Motion to adjourn made seconded and approved** – adjourned at 1:12 pm  
Next Governing Board Meeting: June 13, 2024 at 10:00 am  
Hosted by Mindy Jo

## IMPORTANT DATES FOR YOUR CALENDAR

### Conferences

WCR/WAR Spring	Tacoma, WA	April 16-19
Spring NAR	Washington DC	May 4-9
Network 360	Chicago, IL	August 14-16
Fall WCR/WR	Kennewick, WA	September 17-20
Fall NAR	Boston, MA	Nov 5-12

### Election Deadlines:

May 2, 2024	Deadline to have Candidate Review Project Team in place
June 1, 2024	Deadline to send notice to membership of open position
July 1, 2024	Deadline to submit applications
July 24, 2024	Deadline to complete elections
July 31, 2024	Deadline to report officers to National

### SR New Agent Orientations

New Agent Orientation / Coffee	SR / Derailer	April 26 at 10 am April 30 at 10 am
New Agent Orientation / Coffee	SR / Derailer	May 31 at 10 am June 4 at 10 am
New Agent Orientation / Coffee	SR / Derailer	June 28 at 10 am (NEWAR Golf Tourn) July 2 at 10 am



Agenda 2024 Board Meeting  
April 11, 2024 10:00 am  
In Person, 5706 S Mabel Rd, Spokane

New Agent Orientation / Coffee	SR / Derailer	July 26 at 10 am July 30 at 10 am
New Agent Orientation / Coffee	SR / Derailer	August 30 at 10 am Sept 3 at 10 am
New Agent Orientation / Coffee	SR / Derailer	Sept 27 at 10 am Oct 1 at 10 am
New Agent Orientation / Coffee	SR / Derailer	Oct 25 at 10 am Oct 29 at 10 am
New Agent Orientation / Coffee	SR / Derailer	Nov 29 at 10 am Dec 3 at 10 am
New Agent Orientation / Coffee	SR / Derailer	Dec 27 at 10 am Dec 31 at 10 am