

2019 Call for Directors

Open June 4-29, 2018

[SUBMIT YOUR APPLICATION NOW!](#)

Boise Regional REALTORS® (BRR) is the largest local REALTOR® association in Idaho and has two wholly-owned subsidiaries – the Intermountain Multiple Listing Service (IMLS) and the REALTORS® Community Foundation.

The mission of BRR is to bring resources to REALTORS® with the ultimate goal of helping them find success through ethics, professionalism, and connections. To accomplish this, we rely on the experience and expertise of volunteer leaders (like you!) to serve on our Board of Directors, and the boards of the IMLS, Foundation, and state and national associations of REALTORS®. In doing so, you will make decisions on professional standards, education, community engagement, public affairs issues, and more, on behalf of all members.

Through your volunteer service, you will gain valuable industry insights, improved leadership skills, and build professional relationships with other leaders – locally, nationally, and across the state – that, in turn, helps you in your own business and other volunteer commitments.

From June 4-29, 2018, the Nominating and Elections Committee will accept applications for the following leadership positions, with terms beginning in January 2019:

- **Boise Regional REALTORS® Director – two (2) open positions**
- **Boise Regional REALTORS® Vice President – one (1) open position**
- **Idaho REALTORS® Director from BRR – six (6) open positions**
- **IMLS Director from BRR – three (3) open positions**
- **Foundation Director, Member-at-Large – two (2) open positions**

According to BRR Bylaws Section 11.5, all candidates shall have been an active REALTOR® Member of BRR for the two (2) years immediately preceding the election and shall have served on at least one (1) Association or Association subsidiary committee or task force. Additionally, candidates for BRR Vice President shall have the following requirements:

- Will have served as a member in good standing on the Board of Directors for at least one (1) year in the three (3) years immediately preceding the election, and,
- Will agree not to serve in an officer position on another REALTOR® association Board of Directors, or as an officer for IMLS or the Foundation, during their term(s) on the Board of Directors.

General descriptions of each position are below, including each positions' responsibilities, qualifications, terms of service, and related meetings. If you have any questions, please contact [Breanna Vanstrom](#), Chief Executive Officer.

Thank you for your interest in serving!



Boise Regional REALTORS® Director – Two (2) open positions

A Director of the BRR Board will advise, govern, oversee policy, and assist with the leadership and general promotion of the association, in support of the association's mission.

Term: January 2019–December 2021

Core Responsibilities:

- Be informed about the mission, services, and policies of BRR.
- Attend Board meetings and come prepared to conduct association business.
- Approve new member applications, as presented by the Director of Membership.
- Approve an annual budget and any deviations from that budget.
- Establish any dues and fees for services.
- Adhere to Robert's Rules of Order and parliamentary procedures.

Additional Responsibilities:

- Help to promote the value of BRR to members and the community.
- Annually review the association's strategic plan and guide the association accordingly.
- Oversee bylaws and administrative policies and procedures.
- Direct the association's investments based on recommendations by the Treasurer and Financial Advisor.
- Authorize association affiliations with other organizations.
- Elect someone to fill an unexpired term of a Director, in case of a vacancy.
- Responsible for making all decisions not otherwise delegable to a committee or staff person.
- Other duties as directed by the President or membership.

Recommended Activities:

- Serve on at least one (1) BRR committee.
- Engage in local, state, and national legislative calls-to-action.
- Make annual RPAC investment of \$99 or more.
- Participate in Board service projects, as applicable.

Meeting/Event Attendance:

- Ten (10) BRR Board of Directors meetings each year.
- BRR Committee meetings, as necessary.
- Special events, functions, and other association business, as necessary.



Boise Regional REALTORS® Vice President – One (1) open position

In addition to the responsibilities noted for a Director, the BRR Vice President will be the primary liaison between all BRR committees and the Board of Directors. The Vice President will also assume the responsibilities of the President in their absence (and in the absence of the President-Elect) and will assist the President in carrying out the functions of the office.

Term: January 2019–December 2021; One year as Vice President, then progress through the offices of 2020 President-Elect, 2021 President, then Immediate Past President in 2022.

Core Responsibilities:

- Perform all duties noted for a BRR Director.
- Serve as the primary liaison between all BRR committees and the Board of Directors.
- Serve as a member of the Board of Directors and the Executive Committee.
- Assume the responsibilities of the President in their absence (and in the absence of the President-Elect) and will assist the President in carrying out the functions of the office.
- Perform other duties as assigned by the President.

Meeting/Event Attendance:

- Ten (10) BRR Board of Directors meetings each year.
- Four (4) BRR Executive Committee Meetings each year.
- National Mid-Year Meeting (annually in May).
- National Annual Convention (annually in November).
- BRR Committee meetings, as necessary.
- State association meetings, as necessary.
- Special events, functions, and other association business, as necessary.



Idaho REALTORS® Director from BRR – Six (6) open positions

The State Director from BRR to Idaho REALTORS® (IR) will advise, govern, oversee policy, and assist with the leadership and general promotion of the state association, in support of IR's mission. More information about their programs is available at idahorealtors.com.

Term: January 2019–December 2021

Meeting/Event Attendance:

- Two (2) IR Board of Directors meetings each year (April and October).
- IR Committee meetings, as necessary.
- Special events, functions, and other association business, as necessary.
- Ten (10) BRR Board of Directors meetings each year (optional).



Intermountain MLS Director from BRR – Three (3) open positions

The Director from BRR to Intermountain MLS (IMLS) will advise, govern, oversee policy, and assist with the leadership and general promotion of the service, in support of IMLS's mission. More information about their programs is available at members.intermountainmls.com.

Term: January 2019–December 2021

Meeting/Event Attendance:

- Twelve (12) IMLS Board of Directors meetings each year.
- IMLS Committee meetings, as necessary.
- Special events, functions, and other MLS business, as necessary.



REALTORS® Foundation Director, Member-At-Large – Two (2) open positions

A Director of the Boise Regional REALTORS® Community Foundation Board will advise, govern, oversee policy, and assist with the leadership and general promotion of the Foundation, in support of the Foundation's mission.

Term: January 2019–December 2019

Core Responsibilities:

- Be informed about the mission, services, and policies of the Foundation.
- Attend Board meetings and come prepared to conduct Foundation business.
- Approve an annual budget and any deviations from that budget.
- Adhere to Robert's Rules of Order and parliamentary procedures.

Additional Responsibilities:

- Help to promote the value and good works of the Foundation to members and the community.
- Administer the annual grant program.
- Annually review the Foundation's work plan and initiatives.
- Oversee bylaws and administrative policies and procedures.
- Direct the Foundation's investments based on recommendations by BRR Treasurer and Financial Advisor.
- Elect someone to fill an unexpired term of a Director, in case of a vacancy.
- Responsible for making all decisions not otherwise delegable to a committee or staff person.
- Other duties as directed by the President or membership.

Meeting/Event Attendance:

- Four (4) Foundation Board of Directors meetings each year.
- Foundation Committee meetings, as necessary.
- Special events, service projects, functions, and other Foundation business, as necessary.

Frequently Asked Questions

Answers are focused on Directors for Boise Regional REALTORS®, but applicable for those serving on other boards.

Members of the Board of Directors have duties and responsibilities of governing our association, and the association counts on directors to participate as we deliberate issues that impact our members' daily business lives. The following answers to frequently asked questions will help make the role you could play in the growth and development of the association, a rewarding one.

Am I eligible to serve on the Board?

According to BRR Bylaws Section 11.5, all candidates shall have been an active REALTOR® Member of BRR for the two (2) years immediately preceding the election and shall have served on at least one (1) Association or Association subsidiary committee or task force. Additionally, candidates for BRR Vice President shall have the following requirements:

- Will have served as a member in good standing on the Board of Directors for at least one (1) year in the three (3) years immediately preceding the election, and,
- Will agree not to serve in an officer position on another REALTOR® association Board of Directors, or as an officer for IMLS or the Foundation, during their term(s) on the Board of Directors.

What are my responsibilities as a Director?

- Know the issues of importance to your constituency and bring matters of concern to the attention of the Association.
- Know the issues of importance to the Association and report matters of concern or actions taken by the Association back to your constituency.
- Participate in the meetings. The Association depends on the experience, knowledge, judgment, and spirit you bring to the Board of Directors.

Whom do I represent?

As a member of the Board of Directors, you represent all BRR members. This may be challenging because there will be a multitude of viewpoints by the membership on various issues but if you place the welfare of the Association first, the right decision will be made. When a leader takes an action based solely on their brokerage's goals, for example, the results defeat the purpose for having association leaders. Leaders must leave their company hats at the door and separate their real estate business from the work of the association.

How can I prepare and stay informed to serve effectively on the Board of Directors?

- Survey or question members from outside his or her own office, talking not as a competitor but as a concerned, caring leader who is trusted to make decisions for the membership.
- Focus on and discuss RPAC or legislative issues that affect all members.
- Brainstorm and suggest ways that the association might work on improving its public image by becoming involved with community activities.
- Tactfully and reassuringly communicate to each director that his or her votes must reflect the good of the association, not necessarily that of the company.

- Listen, listen, listen to and assimilate the opinions, ideas, suggestions, and needs of other members.
- Use diplomacy, tact, and compromise to solve problems, create new programs, and raise the quality of the association's image, services, and public perception.

What are some of the governing responsibilities and authorities of the Board of Directors?

- Approve expenditures of the Association
- Set dues
- Approve public policy positions and candidate endorsements
- Establish governing policies of the Association
- Approve member programs, products, and services
- Approve amendments to the bylaws and recommend to the Delegate Body Constitution and Code of Ethics

How often does the Board of Directors meet?

During your term as a Director, you will participate in a monthly Board meeting (we tend to skip a summer month and December, so plan for ten meetings), as well as an annual Leadership Orientation session. For those serving in Executive Leadership, attendance at Executive Committee meetings, and state and national meetings may also be required. *Note:* Should a Director be physically absent from two (2) consecutive monthly Board meetings, without an excuse deemed valid by the Board of Directors, that shall be grounds for removal under Section 12.2 of the BRR Bylaws.

How should I prepare for a Board of Directors meeting?

As a Director, you are obligated to understand the business of BRR. Directors should read the agenda, minutes from the previous meeting, and any other materials supplied prior to a meeting, and come prepared for discussions and ready to make decisions.

When do I know if I've been elected?

The full process for electing and appointing volunteer leaders is outlined here: boirealtors.com/become-a-volunteer-leader. Specific to the director elections, this year's timeline is as follows:

- June 4-29, 2018 – Call for Directors Open (online application)
- July 10, 2018 – Nominating and Elections Committee to review slate of candidates
- July 19, 2018 – Director Candidates to be approved by the BRR Board at their Meeting; staff to begin working with candidates on profiles, videos, etc.
- August 6, 2018 – Director candidates announced to membership (no campaigning can be done prior to this date; read [BRR's Campaign Guidelines](#))
- August 30–September 18, 2018 – Online elections will be open
- September 19, 2018 – Election results announced at the Annual Membership Meeting

Who can I call if I have more questions? Feel free to contact BRR's Chief Executive Officer, [Breanna Vanstrom](#), or anyone on the current BRR Board of Directors. View the current roster at: boirealtors.com/association-leadership.