



January 24, 2012

Dear Kentucky REALTOR@,

2012 is going to be a busy and exciting year and I look forward to working with all of you! The upcoming KAR Business and Legislative meetings at the Capital Plaza, in Frankfort, Kentucky are just around the corner! I would like to thank all officers, directors, delegate body members, committee chairs & vice-chairs and committee members in advance for your commitment to serve KAR. Your dedication is vital to KAR in 2012 and in the future.

All committee members have been notified of their committee appointment. If you have any questions about your appointment, please feel free to contact me, amcdonald@coldwellbanker.com or KAR EVP Susie Helm at susiehelm@kar.com.

The meetings will begin Tuesday morning, February 7, 2012 at 8:30 AM. The first meeting scheduled will be for the KAR Committee Chairs and Vice Chairs to review their duties as Chair or Vice Chair. The KAR Open Forum will follow at 9:00 AM. This meeting is open to everyone and you should plan to attend since the Chairperson of each committee will discuss what is on the agenda for their meeting.

There will be a briefing of the issues at the Governmental Affairs meeting on Tuesday at 4:00 PM to prepare you for the KAR Hill Visits on Wednesday morning with free transportation from the hotel lobby beginning at 7:45 a.m. It is very important for REALTORS@ to be actively engaged in the legislative process. Please participate in the Hill Visits. On Wednesday evening, at 6:00 PM, KAR will host a legislative reception for all of the legislators. The legislative reception will be held at the Capital Plaza in the Ballrooms. Please ask your legislator to attend as they will be introduced at the reception.

Plan to attend the RPAC Awards Ceremony and be recognized for your RPAC contributions! Your contributions are very important. These will be presented during the RPAC report at the Board of Directors meeting Thursday morning at 8:30 AM.

The KAR At-A-Glance will be provided at this meeting. Please pick up your copy and keep it close, as it is full of good information that you will use throughout the year.

The rest of the schedule and agendas are attached in this email. I want to welcome all of you and look forward to seeing you in Frankfort!

Sincerely,

2012 President
Kentucky Association of REALTORS@



KENTUCKY ASSOCIATION OF
REALTORS®

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To: KAR Committee Members

From: Ann McDonald, 2012 KAR President
Linda Sparrow, 2012 RPAC Chair

Cc: Susie Helm, EVP

Date: Monday, January 23, 2012

Re: 100 Percent RPAC Leadership Participation Challenge

First of all, thank you for your service. As KAR's committee members, you play an important leadership role in our association. Your time, energy and ideas are sincerely appreciated.

KAR leadership is issuing a challenge to all KAR committee members to invest in RPAC. The 2012 RPAC fundraising year has already begun & we are extending the 100 Percent RPAC Leadership Participation Challenge to you today. We thank each committee member for their hard work & their dedication to RPAC in 2011. This year though, we want to, rather we will, get all committees to 100% investment.

Specifically, we ask each of you to participate and promote the REALTORS® Political Action Committee among your fellow committee members. Committees that reach the 100 percent goal will be recognized at the 2013 REALTORS® Legislative & Business Meetings in Frankfort, KY in the February of 2013.

As previously mentioned, the 2012 RPAC fundraising year has begun. We are ready to make this the most successful fundraising year yet! We hope you take the time to invest in RPAC and encourage your colleagues to do the same.

On behalf of the entire 2012 KAR Leadership Team and 2012 RPAC Trustees, we thank you again for your leadership and dedication to the real estate industry.





Kentucky Association of REALTORS®
Legislative and Business Meetings
Capital Plaza Hotel
Frankfort, Kentucky
February 7-9, 2012

Tentative Schedule

Monday, February 6, 2012

5:00 p.m. KAR Leadership Team

Tuesday, February 7, 2012

8:30 a.m. KAR Registration Desk Opens

8:30 a.m. KAR Committee Chairs

9:00 a.m. KAR Open Forum - Open to Everyone

10:00 a.m. Appraisal Committee

10:00 a.m. Building Committee

10:00 a.m. Strategic Plan Committee

11:00 a.m. Legal Affairs/Risk Reduction Committee

12:00 p.m. KAR Past President's Luncheon

12:00 p.m. Association Executives Luncheon

1:00 p.m. Convention Committee

1:00 p.m. RPAC Trustees

1:30 p.m. Professional Standards

2:00 p.m. KREEF Trustees

2:30 p.m. Personnel Committee (Closed Meeting)

4:00 p.m. Governmental Affairs Committee

Wednesday, February 8, 2012

- 7:30 a.m. KAR Registration Desk Opens
- 7:30 a.m. Presidents & President-Elects Forum
(Coffee & Pastries provided)
- 8:15 – 11:30 a.m. Hill Visits (Free transportation provided, departing from the hotel lobby entrance beginning at 7:45am. The last bus will be returning from the Annex at 11:45am.)
- 11:30a.m. CRS (Meet in the cafeteria, Upper Café)
- 1:00 p.m. Meetings Committee
- 1:00 p.m. Member Services
- 1:30 p.m. Bylaws, Policies & Procedures
- 2:30 p.m. Delegate Training
- 3:30 p.m. Budget & Finance Committee
- 4:45 p.m. Region Caucuses
- 6:00 – 8:00 p.m. Legislative Reception

Thursday, February 9, 2012

- 8:00 a.m. KAR Registration Desk Opens
- 8:30 a.m. Board of Directors/Delegate Body Meeting
RPAC Awards will be presented with RPAC Report

*****Delegate Body Meeting follows immediately
after the Board of Directors Meeting.*****

KENTUCKY ASSOCIATION OF REALTORS

COMMITTEE CHAIRPERSON & VICE CHAIRPERSON AGENDA

8:30 am, Tuesday, February 7, 2012

Capital Plaza Hotel, Frankfort, KY.

- I. Welcome & introduction
- II. Duties of the Chairperson, Vice Chairperson (all these things, in place of the Chair)
 - A. Set the agenda, with KAR staff liaison
 - B. Run the meeting, according to parliamentary procedure
 - C. Ensure minutes, action items are recorded and reported
 - D. Complete the Committee Reporting Form and submit for Directors
 - E. Follow-up on action items for implementation
 - F. Know who is on your committee, check attendance
 - G. If a committee member is not attending, replace them (within policies)
 - H. Understand the structure of your committee
 - I. Understand the purpose of your committee
 - J. Know the goals from the strategic plan for your committee
 - K. Know the bylaws and policies related to your committee
 - L. Have your At-A-Glance handy at all times
 - M. Be familiar with any committees/chairpersons you may interact with
 - N. Know the other committees in your service area
 - O. Ensure you have a quorum for your committee meeting
- III. Committee Reporting Form
 - A. Completed by Chairperson and KAR staff liaison
 - B. Needs to have complete action item, as to be stated at Director meeting
 - C. Other information should be substantial – change in programming or something that doesn't require Director action, but that they should know
 - D. Ensure Coordinating Director understands motion
 - E. Attend BOD meeting in case there are any questions
 - F. Have your support materials available for reference
- IV. Committee Volunteer Form
 - A. Distribute the form to all your REALTOR friends and colleagues
 - B. Be prepared to answer questions about your committee to potential volunteers
 - C. Turn any forms into your KAR Staff Liaison
- V. Questions??

KENTUCKY ASSOCIATION OF REALTORS®

Open Forum

Tentative Agenda

9:00 am, Tuesday, February 7, 2012

Capital Plaza Hotel, Frankfort, KY

- I. Call to order & welcome – Ann McDonald, 2012 KAR President
- II. Purpose of forum; reporting process
- III. Report of Committee Chairpersons

Administrative Committees – Rip Phillips, Committee Coordinator

- 1. Association Executives – Sissy Fowler
- 2. Past Presidents – Ken Warden
- 3. Personnel – Tony Clark
- 4. Meetings Task Force – Lisa Presley-McGrew
- 5. Strategic Planning – Becky Murphy
- 6. Bylaws, Policies, & Procedures – Donnie Sims
- 7. Finance – Norman Jones

Program Service Committees – Earleene Woods, Committee Coordinator

- 1. Annual Convention – Jeff Smith
- 2. Meetings Committee – Lisa Presley-McGrew
- 3. KREEF Trustees – Christine Morgan
- 4. Legal Action/Risk Reduction – Santosh Bhatt
- 5. Professional Standards – Helen Fardo

Advocacy Committees – Rosemary Nobles, Committee Coordinator

- 1. Appraisal – Dave Schoepf
- 2. Governmental Affairs – Guy Montgomery
- 3. RPAC Trustees – Linda Sparrow

- IV. Questions from audience
- V. Adjourn

KENTUCKY ASSOCIATION OF REALTORS®

Appraisal Committee

Tentative Agenda

Tuesday, February 7, 2012 at 10:00 AM
Capital Plaza Hotel, Lexington, KY

- I. Call To Order & Welcome – Dave Schoepf, Chair
- II. KREAB Update – Larry Disney, Executive Director of KREAB
- III. Other Business
- IV. Adjournment

KENTUCKY ASSOCIATION OF REALTORS ®

BUILDING COMMITTEE

TUESDAY, FEBRUARY 7, 2012
CAPITAL PLAZA HOTEL
FRANKFORT, KY

Welcome to Frankfort

Chair: John Davis

Review of building issues

- 1) Discuss status of building.
 - A)Roof gutter covers
 - B)Mold
- 2) Review quotes for toilet replacements.
- 3) Insurance coverage-Get bids from other insurance carriers before renewal of policy which ends July 1, 2012.

KENTUCKY ASSOCIATION OF REALTORS

STRATEGIC PLAN COMMITTEE

February 7 2012; 10:00 am

- I. Call to order & welcome – Becky Murphy, Chairman
- II. Roll call (attendance)
- III. Review of current plan, as adjusted in September 2011
- IV. Discussion/revision of structure of plan
- V. Review/discussion of survey
- VI. One day committee retreat in April
- VII. Unfinished/new business
- VIII. Adjourn

KENTUCKY ASSOCIATION OF REALTORS®

2011-2013 STRATEGIC PLAN

Updated 9-2011 for 2012

MISSION STATEMENT

The Kentucky Association of REALTORS® exists to support and enhance the ability of local associations of REALTORS® and REALTOR® members to succeed in their businesses in an ethical and competent manner and, through a united voice, preserve real property rights

VISION STATEMENT

Kentucky Association of REALTORS®
The Resource and Voice for Kentucky Real Estate

CORE VALUES

At KAR we will:

1. Protect and promote property rights
2. Exceed customer expectations of our customers
3. Promote the success of Kentucky REALTORS®
4. Be ethical, honest and open at all times
5. Increase the value and quality of our services delivered
6. Encourage community involvement and economic development
7. Encourage members to participate in the association at all levels
8. Conduct association business openly and maximize member access to the decision making process
9. Advocate for REALTOR® interests in a non-partisan manner

GENERAL OBJECTIVES

1. Provide support for local associations
2. Promote the code of ethics and support the Professional Standard process
3. Work with the Kentucky Real Estate Commission to promote the interests of REALTORS® and consumers
4. Advocate for the interests of REALTORS® and consumers before local and state legislative and regulatory bodies
5. Build coalitions where they can serve the interests of the members
6. Promote the adoption of new technologies where they promise to serve the interests of the members or to improve the association's effectiveness

2011-2013 GOALS

Updated 9-2011 for 2012

Implement	Legal hotline	6/1/11
Implement	On-line meetings/forums/webinars	6/1/11
Implement	Negotiated discounts/affinity program	6/1/11
Research/ Implement	Video conference meetings (revisit goal)	6/1/13
Research/ Implement	Provide information to members & local associations for new member orientation/professionalism/what it means to be a REALTOR®	6/1/11
Research	Foreclosure avoidance task force/possible hotline	6/1/11
Implement	Quantum leap in shaping public policy	On-going
Research	Floating GAD	Postpone
Research	Lead generation/agent finder	Postpone
Research	Virtual convention/trade show (Revisit June 2013)	11/12
Research/ Implement	Community service program/Habitat for Humanity/rotating around state by region (revisit goal)	6/1/13
Research/ Implement	Statewide forms/lockboxes/MLS	6/1/13
Research/ Implement	Apprenticeship/mentoring of new licensees/practical exam using real life examples/higher CE (GRI in 3 years, designations)/KAR develop/license new licensee training program. Assigned to several Strategic Plan committees for research & recommendations	6/1/13
Research/ Implement	For profit corporation/"member owned and operated" Recommends that Leadership consult with CPA	6/1/13
<u>Research/ Implement</u>	Provide information about value of KAR using magazine, website, blog, etc.; suggested "by the numbers at KAR; benefits of KAR"; provide dollar value to membership	<u>6/12</u>
<u>Implement</u>	Publish member survey results to the membership	<u>12/12</u>
<u>Implement</u>	Add "tech survey" to the blog	<u>6/12</u>

Refer to Finance Committee: Quick Action Innovation Fund

MAINTENANCE PROGRAMS

ADMINISTRATIVE/OPERATIONS

At-A-Glance, Webex, Microsoft Exchange Server, Business Meetings, Improve Committee Management, KAR Business Meetings – Current

New Member Data Base System, Communication System, Ipads, Projectors,/TV/AV, Flip Camera, Youtube Channel, Green Room on sight, Replace Office Furniture - Future

PUBLIC POLICY/GOVERNMENTAL & POLITICAL AFFAIRS

LAGASP, SPC'S/FPC'S, RPAC Fundraising & Training, Govt. Political Affairs Updates, Dues Billing – Current

Local Outreach, Local RPAC Grant, Coalitions – Future

LEGAL INFORMATION/RISK MANAGEMENT/ASSOCIATION POLICY

Local Association Certification. Professional Standards Training,/ Grievance/Mediation, Local Association Policy Compliance/Issues, Forms – Current

Legal Information Series - Future

PROFESSIONAL DEVELOPMENT & TRAINING

Leadership KAR, Leadership Conference/Spokesperson Training, Broker Summit, Convention & Expo, Prelicensing, CORE, GRI/Designations, Scholarship (2) - Current
CE/CORE Online - Future

MEMBER BENEFITS/COMMUNICATION-PUBLIC RELATIONS/MARKETING

Open House/Special Events, Magazine, Website, Newsletter (2), Member Benefit Brochures, Awards/Recognition - Current

Affinity Programs - Future

LOCAL ASSOCIATION SERVICES

AE Training, Housing Stats, Local Visits – Current

Local Board Management (for the 4 boards we do NRDS & membership for) Dues Billing/Membership/NRDS –(charge fe

KENTUCKY ASSOCIATION OF REALTORS®
Legal Affairs/Risk Reduction

Tentative Agenda

Tuesday, February 7, 2012
Frankfort, Kentucky

- I. Call To Order & Welcome – Santosh Bhatt, Chair
- II. Legal Action Fund Procedures – Volunteers needed for working group
- III. KAR Legal Counsel Update, R. Douglas Martin, Attorney at Law
- IV. Changes to the Safe Act
- V. 2012 Webinar topics – Zoomerang survey
- V. New Business
- VI. Adjournment

KENTUCKY ASSOCIATION OF REALTORS®

Past President's Committee

Tentative Agenda

Tuesday, February 7, 2012

Frankfort, KY

- I. Call To Order & Welcome – Ken Warden, Chair
- II. Joint working group with Bylaws, Policies and Procedures Committee
- III. Delegate Body Training Requirement
- IV. Draft "Campaign Rules"
- V. 2012 Convention – Past President's Event (2012 Budget is \$2,000)
- VI. New Business
- VII. Adjournment

KENTUCKY ASSOCIATION OF REALTORS®

Association Executives Committee

Tentative Agenda

12:00 noon, Tuesday, February 7, 2012

Capital Plaza, Frankfort, KY

- I. Call to Order & Welcome – Sissy Fowler, Chair
- II. Approve Minutes from September & December, 2011
- III. Helen Devlin, NAR Legislative Representative – Update on NAR Grants
- IV. AEI Scholarship Winner was Connie Colson, Kentucky Barkley Lakes Board
 - a. State Night Out – AE Dinner
- V. AE Benevolence Fund is at \$91.04
- VI. Meeting Ideas and Agendas
 - A. Summer Meeting (Brian Wahl to hold a Work Shop)
 - B. Convention
- VII. New Business
- VIII. Next Meeting will be at Lake Barkley
- IX. Adjournment

KENTUCKY ASSOCIATION OF REALTORS®

Convention Committee

Tentative Agenda

Wednesday, February 8, 2012

Capital Plaza Hotel, Frankfort, Kentucky

- I. Call To Order & Welcome – Jeff Smith, Chair
- II. Introductions
- III. Convention Logo
- IV. Opening Session/Keynote Speaker Ideas
- V. Education Sessions
- VI. Member Activities/Fees
- VII. Sponsor and Exhibitor Opportunities
- VII. Trade Show/Exhibitor Activities
 - a. Exhibitor fees
- VIII. Marketing
 - a. Members
 - b. Exhibitors/Sponsors
- IV. Schedule next meeting
- X. Other Business
- XI. Adjourn

**KENTUCKY ASSOCIATION OF REALTORS®
REALTOR® Political Action Committee**

Tentative Agenda

Tuesday, February 7, 2012 at 1:00 PM
Capital Plaza Hotel, Frankfort, KY

- I. Call To Order & Welcome – Linda Sparrow, Chair
- II. Absences
- III. Approval of Minutes
- IV. Financials – Greg Lile, RPAC Treasurer
- V. NAR Update
- VI. RPAC Fundraising 2012– Libbi Taylor, RPAC Fundraising Chair
- VII. Other Business
- VIII. Adjournment

KENTUCKY ASSOCIATION OF REALTORS®
Professional Standards Committee

Tentative Agenda

Tuesday, February 7, 2012
Frankfort, Kentucky

- I. Call to Order and Welcome – Helen Fardo, Chair
- II. Roll Call and Establishment of a Quorum
- III. Changes to the Code of Ethics effective January 1, 2012
- IV. 2012 Professional Standards Agreement & revisions based on changes to Article 17 of the REALTOR® Code of Ethics.
- V. 2012 Professional Standards Scholarship application review & volunteers needed
- VI. Professional Standards Committee training for 2012
- VII. Mediation training
- VIII. Adjournment

KENTUCKY ASSOCIATION OF REALTORS®

KREEF Trustees

Tentative Agenda

Tuesday, February 7 – 2p.m.
Frankfort, KY

- I. Call To Order & Welcome – Christine Morgan, President
- II. New Trustee Appointments
- III. Excused Absences
- IV. Approval of October 2011 Meeting Minutes
- V. Orientation
- VI. Financial Report – Operating and Investments
- VII. EVP Report
- VIII. Education Director Report
- IX. KREC Update
- X. President Report
- XI. Pending Business
- XII. New Business
- XIII. Adjourn

KENTUCKY ASSOCIATION OF REALTORS

PERSONNEL COMMITTEE

AGENDA

Tuesday, February 7, 2012; 2:30 pm

- I. Call to order & welcome – Tony Clark, Chairman
- II. Review of Personnel Committee policies
- III. Review of EVP job description, performance standards, criteria
- IV. Review of EVP evaluation form
- V. Response from EVP on 2011 evaluation
- VI. Unfinished business
- VII. New business
- VIII. Adjourn

KENTUCKY ASSOCIATION OF REALTORS®
Governmental Affairs Committee

Tentative Agenda

Tuesday, February 7, 2012 at 4:00 PM
Capital Plaza Hotel, Frankfort, KY

- I. Call to Order – Guy Montgomery, Chair
- II. Welcome
- III. Hill Visits Briefing
- IV. Other Business
- V. Adjournment

**KENTUCKY ASSOCIATION OF REALTORS
PRESIDENT & PRESIDENT-ELECT FORUM**

Tentative Agenda

Wednesday, February 8, 2012; 7:30 am
Capital Plaza Hotel, Frankfort, KY

- I. Welcome – Ann McDonald, KAR President
- II. Introduction of John May, KAR President-elect, & Susie Helm, KAR EVP
- III. Local Association President/President-elect introductions
- IV. Update from KAR President
 - A. Capitol visits
 - B. Local Association visits
 - C. Statewide database
 - D. Legal hotline
 - E. Magazine – local association news
 - F. RPAC
 - G. What can we do to help??
- V. Discussion items from local Association President & President-elects
 - A. What is the biggest issue you have going on in your association right now?
 - B. How are you dealing with the decline of membership?
 - C. What local governmental issues are you facing?
- VI. Adjourn

KENTUCKY ASSOCIATION OF REALTORS®
Meetings Committee

Tentative Agenda

Wednesday, February 8th, 2012
Capital Plaza Hotel, Frankfort, Kentucky

- I. Call To Order & Welcome – Lisa Presely-McGrew, Chair
- II. Recap of Meetings scheduled
 - a. 2012, 2013 & 2014 Summer Meeting is scheduled for Lake Barkley
 - b. 2012 Convention is scheduled for Embassy Suites/Northern Ky. Convention Center
 - d. 2013 Convention is scheduled for Galt House Hotel, Louisville, Ky.
- III. Motion from the Meetings Committee to hold the 2014 KAR Summer Meeting at the Park Vista Hotel, Gatlinburg, Tennessee failed.
- IV. Report on the University Plaza Hotel, Bowling Green, Kentucky for the 2014 Convention.
- V. New Business
- VI. Adjourn

KENTUCKY ASSOCIATION OF REALTORS®

Member Services Committee

(formerly Communications/PR)

Tentative Agenda

Wednesday, February 8 – 1 p.m.

Frankfort, KY

- I. Call To Order & Welcome – Earleene Woods, Chair
- II. Review Old Business
- III. 5 Minute Learning
- IV. Communication Tools
 - a. Magazine update
 - i. Member ads (task force)
 - b. e-Newsletter update
 - i. Statistics and more
 - c. Blog update
 - i. How content is being used
- V. Orientation Video
 - a. Project overview
 - b. Message
- VI. Affinity Partners
 - a. New & existing partners
 - b. Potential companies
 - c. New flyer
- VII. Nationwide Open House
 - a. Dates set
 - b. Local, KAR & NAR participation
- VIII. REALTOR® License Plate
 - a. Background
 - b. Future plans
- IX. Planning Session
 - a. Items to address
 - b. Q&A
- X. Adjourn

**KENTUCKY ASSOCIATION OF REALTORS®
Bylaws, Policies and Procedures Committee**

Tentative Agenda

Tuesday, February 7, 2012
Frankfort, Kentucky

- I. Call To Order & Welcome – Donnie Sims, Chair
- II. Review of Travel Policy
- III. Joint working group with Past Presidents to review Elections processes
- IV. Current Bylaws & KAR Policies and Procedures – A brief overview
- V. New Business
- VI. Adjournment

Delegate Body Training

Delegate Body Training
Wednesday, February 8, 2012
2:30 p.m.



KENTUCKY ASSOCIATION OF REALTORS ®

Finance Committee

AGENDA

Wednesday, February 8, 2012

Capital Plaza, Frankfort, KY

- I. Welcome Norman Jones, Treasurer
- II. Review of latest 2011 financial statements.
- III. Report Dues status including any not paid by January 31, 2012.
- IV. Report equipment purchases in 2011
 - A) Furniture & Fixtures \$2120.00—Desk, Hutch, Credenza-
Communications Director-approved for 2011
 - B) Building Improvements \$10970.00 –HVAC unit for upstairs-
approved by BOD & Building Committee
 - C) Software \$1751.12 Annual renewal of accounting software.
- V. Review motion from Professional Standards Committee
RE: Mediation Training Budget request.



KENTUCKY ASSOCIATION OF
REALTORS[®]

2012 Legislative Reception

Wednesday, February 8, 2012

6:00 p.m. to 8:00 p.m.

Holiday Inn Capital Plaza

Ballrooms

Frankfort, Kentucky

REALTOR[®] members:

*KAR is asking members to arrive promptly at 6:00 p.m.
to join KAR President Ann McDonald in welcoming our
Executive and Legislative Officials.*