

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Thursday, March 7, 2019 – 11:30 am - BNAR**

**Executive Committee:** President, Eric Winklhofer; President Elect, Donna Littlefield; Secretary/ Treasurer, Brendan Cunningham; Vice-President, Amber Wesser; Immediate Past President, Rebecca VanDorn; Presidential Advisor, Amy Winklhofer

**Board of Directors:** Lori Adams, Annabelle Aquilina, Dawn Brown, Suzanne Chaskes, Judy Conable, Kathy Crissy, Michele Gwizdowski, Lynne Logan, Paula Macaluso, Cheryl O'Donnell, David Stefik

**BNAR Attorney:** Charlie Martorana

**Staff:** John Leonardi, Debbie Norman, Annette Fachko, Dan Locche, Brian Woolston

**Past Presidents:** Marlene DeCarlo, Mike Johnson, Bobbie Kagle, Jim Knight, Louis Vinci, Robert Winklhofer

**Excused:** Peter Hunt, Joel HusVar

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- I. The meeting was called to order at 11:35 am
- II. The Pledge of Allegiance was said followed by a moment of silence.
- III. Anti-Trust, Confidentiality and Conflict of Interest Form was circulated and signed.
- IV. The agenda was approved as handed out
- V. Minutes of the Previous Meeting - No changes were made to the minutes of the previous meeting.
- VI. Rebecca VanDorn was presented with the Heroes of Hope and BNAR as Advocate of the Year from the Executive Director of the Cystic Fibrosis Foundation, Heather and thanked the BNAR members for their contributions and support.
- VII. Operation & Financial Report
  - a. Michele Sullivan and Jessica Rodgers, of Freed Maxick presented the Year End Audit. The audit was received and filed.
- VIII. Action Items for Directors
  - a. None
- IX. Dates and Reports
  - a. Next meeting date is Wednesday, April 24 at 4:00 pm at the Mansion on Delaware and the new applicants.
- X. Committee/Task Force Reports – Limited Discussion
  - a. Agents Day – written report emailed
  - b. Education – written report emailed
  - c. Forms & Contracts – written report emailed
  - d. Government Affairs – written report emailed  
Dan Locche reported that Lobby Day is May 6&7 and to please let him know if the Directors were planning to attend. In addition the State Association started State Political Coordinators and three BNAR members will be appointed.
  - e. REALTOR Issues – written report emailed.
  - f. Technology – written report emailed
  - g. RPAC – Margaret Hartman reported that our goal for 2019 is \$66,423 and thus far we have collected \$42,000 representing 740 members and thanked the thirteen major contributors. It was suggested to list those that contributed on the BNAR website

- XI. Presidents Report –Eric Winklhofer - Limited Discussion
  - a. President Eric Winklhofer reported that a PAG will be formed on the State level to discuss the necessity of Regional Vice Presidents.
  - b. President Winklhofer also reported that a few of us met with John Schutt in Rochester regarding 3D printing of prosthetics to see if this would fit in with his charity the Lucky Fin Foundation. BNAR staff, himself and his friends will be meeting to discuss the charity.
  
- XII. Chief Executive Officers Report – Limited Discussion – John Leonardi
  - a. John Leonardi reported that it may take a few more weeks for our office renovations to be complete. He is planning a small grand opening for our Leadership.
  - b. Chief Executive Officer, John Leonardi, announced that January new applicants were approved by email.
  - c. Mr. Leonardi reminded the Directors/Past President/Staff of the upcoming Strategic Planning session on Wednesday, March 19 and half day on Thursday, March 20. Although mandatory, if you really cannot attend please let Debbie know.
  - d. Chief Executive Officer, John Leonardi, stated that RESPA \$0 and legal experts when preparing contracts. Print and Send – fill in the blanks are subject to attorney approval
  
- XIII. Legal – Limited Discussion – Charlie Martorana
  - a. BNAR Counsel, Charlie Martorana reported on the Erie County Transfer in relation to septic systems and non public water. The regulations are being tweaked to amend the sanitary code.
  
- XIV. New/Other/Old Business
  
- XV. Adjournment - Meeting adjourned at 1:04 pm

*Eric Winklhofer*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, April 24, 2019 –4:00 pm - BNAR**

**Executive Committee:** President, Eric Winkhofer; President Elect, Donna Littlefield; Secretary/ Treasurer, Brendan Cunningham; Vice-President, Amber Wesser; Immediate Past President, Rebecca VanDorn; Presidential Advisor, Amy Winkhofer

**Board of Directors:** Lori Adams, Annabelle Aquilina, Dawn Brown, Suzanne Chaskes, Judy Conable, Kathy Crissy, Michele Gwizdowski, Margaret Hartman, Joe HusVar, Lynne Logan, Paula Macaluso, Cheryl O'Donnell, David Stefik

**BNAR Attorney:** Charlie Martorana

**Staff:** John Leonardi, Debbie Norman, Annette Fachko, Dan Locche, Brian Woolston

**Past Presidents:** Phil Aquila, Sharon Ciminelli, Marlene DeCarlo, Mike McDonough, Alice Miranda, Christie Rothschild, miriam treger, Louis Vinci, Robert Winkhofer

**Excused:** Peter Hunt, Nan Malysza, Immediate Past President, Rebecca VanDorn

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- I. The meeting was called to order at 4:30 pm
- II. The Pledge of Allegiance was said followed by a moment of silence for those that could not be with us today. Condolences also were extended to John Leonardi who lost his beloved pet, Gino.
- III. Anti-Trust, Confidentiality and Conflict of Interest Form was circulated and signed.
- IV. The agenda was approved with one addition – NYSAR Nominating Committee/Lou Vinci.
- V. Minutes of the Previous Meeting - No changes were made to the minutes of the previous meeting except adding Amber Wesser as present.
- VI. Operation & Financial Report
  - a. Brendan Cunningham, Secretary/Treasurer reviewed the March P&L. The P&L was received and filed.
- VII. Action Items for Directors
  - a. BNAR Strategic Plan – a motion was made to recommend approval of the Strategic Plan as handed out. A motion was made to amend the plan by changing the word “are” to “R” on page one. Amended motion carried.
  - b. Professional Standards Case #12158e – a motion was made to uphold the Professional Standards Hearing Panels decision – suspension of membership until in house Code of Ethics Training is completed. Motion carried.
  - c. Professional Standards Case #010219e – a motion was made to uphold the Professional Standards Hearing Panels decision – no discipline action. Motion carried.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, June 19 - mid-morning at Buffalo Riverworks/Grand Lady Cruises lunch and cruise and the new applicants.
- IX. Committee/Task Force Reports – Limited Discussion
  - a. Nominating Committee – On behalf of Rebecca VanDorn, Debbie Norman reported that members of the Nominating Committee are Chairperson, Rebecca VanDorn, and members Gary Kenline, Lou Vinci, Alice Miranda and Joel HusVar. A leadership luncheon is being planned for Thursday, June 6 at 11:30 am at Giancarlo's and if they have any prospective members to please submit their names. The Director slate must be finalized by September 9.

In addition, NYSAR Director Elections will take place at our Board of Directors meeting on Wednesday, July 31 – anyone wishing to run for NYSAR Director must submit their Nomination form and will automatically be placed on the ballot. Currently we have one position open but our allocation from NYSAR will not be given to us until mid-July.

- b. CEO Review – on behalf of Rebecca VanDorn, Debbie Norman reported that the CEO Review Committee has been formed. Rebecca Van Dorn serves as Chair, Donna Littlefield serves as Vice Chair, appointed by the John Leonardi, CEO is Sharon Ciminelli, appointed by BNAR President is Margaret Hartman and appointed by REIS is Bob Winkhofer. Electronic surveys have been emailed and need to be completed by Friday, April 26, 2019.
  - c. Agents Day – written report emailed – Terry Watson is the keynote speaker.
  - d. Education – written report emailed
  - e. BNAR Instructor Meeting – written report emailed
  - f. Government Affairs – written report emailed
  - g. REALTOR Issues – written report handed out
  - h. Association Executives Institute Meetings – Debbie Norman gave highlights of the NAR meetings in Austin and called attention to her written report that was sent to them by email.
  - i. Government Affairs – written report emailed – Lobby Day is May 6&7
  - j. RPAC – Margaret Hartman reported that to date we have collected \$51,800 representing 833 members. Donna Littlefield added that another Meatball Competition is in the works.
  - k. NYSAR Nominating Committee – Lou Vinci reported that he attended the NYSAR Nominating Committee and updated them on the upcoming Officers.
- X. Presidents Report –Eric Winkhofer - Limited Discussion
- a. President Eric Winkhofer reported that the first set of bracelets are now available for a \$10 donation as a fundraiser for the Lucky Fin project.
  - b. President Winkhofer also congratulated those that have become recent grandmothers/fathers and other additions to their families.
- XI. Chief Executive Officers Report – Limited Discussion – John Leonardi
- a. John Leonardi informed those attending the NAR Washington meetings that an itinerary will be emailed.
  - b. The May calendar of events was distributed to the Directors. Chief Executive Officer, John Leonardi, informed them that since two of the events are Continuing Education classes, there would be no admittance after 9:00 am. In addition, going forward, BNAR's policy will be invoicing fifteen (\$15.00) dollars for any already registered "no shows" at all of our events in order to cover any expenses such as food, handouts, etc.
- XII. Legal – Limited Discussion – Charlie Martorana
- a. BNAR Counsel, Charlie Martorana, distributed to the Directors information from the NYSAR Legal Lines regarding "Lawful Source of Income." Also, Mr. Martorana reported that he was interviewed by David McKinley from WGRZ-TV to respond to his inquiry on the REIS/MLS use of data and will let us know when it will be aired. Charlie Martorana thanked Annette Fachko for the excellent information she provided him in preparation for the interview.
- XIII. New/Other/Old Business
- a. The Directors briefly discussed smoke/carbon monoxide detectors. Annabelle Aquilina stated that Housing Opportunities Made Equal (HOME) Landlord and Tenants Rights booklets includes Rental/Lease applications
- XIV. Adjournment - Meeting adjourned at 5:38 pm

*Eric Winkhofer*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, June 19, 2019 – 10:00 am – Grand Lady/Riverworks**

**Executive Committee:** President Elect, Donna Littlefield; Secretary/ Treasurer, Brendan Cunningham; Vice-President, Amber Wesser; Immediate Past President, Rebecca VanDorn; Presidential Advisor, Amy Winkhofer

**Board of Directors:** Lori Adams, Annabelle Aquilina, Suzanne Chaskes, Judy Conable, Kathy Crissy, Michele Gwizdowski, Margaret Hartman, Joel HusVar, Paula Macaluso, Nan Malysza, Cheryl O'Donnell, Vienna Haak

**BNAR Attorney:** Charlie Martorana

**Staff:** John Leonardi, Debbie Norman, Annette Fachko, Dan Locche, Brian Woolston

**Past Presidents:** Sharon Ciminelli, Mike McDonough, Alice Miranda, Christie Rothschild, Louis Vinci, Robert Winkhofer

**Excused:** President, Eric Winkhofer, Dawn Brown, Peter Hunt, Jim Knight, Lynne Logan, Dave Stefik

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- I. The meeting was called to order at 10:14 am. In the absent of President Winkhofer, President Elect Donna Littlefield was the acting President.
- II. The Pledge of Allegiance was said followed by a moment of silence for those that could not be with us today.
- III. Anti-Trust, Confidentiality and Conflict of Interest Form was circulated and signed.
- IV. The agenda was approved as handed out.
- V. Minutes of the Previous Meeting - No changes were made to the minutes of the previous meeting.
- VI. Operation & Financial Report
  - a. Brendan Cunningham, Secretary/Treasurer reviewed the May P&L. The P&L was received and filed.
- VII. Action Items for Directors
  - a. Resignation & Appointment – a motion was made to appoint Vienna Haak to fulfill the rest of Michele Gwizdowski's term on the Board of Directors. Motion carried. The Oath of Office was administered to Vienna by Donna Littlefield. Good luck went out to Michele, who resigned from the Directorship and was moving out of state.
  - b. Forms & Contracts – a motion was made to approve the BNAR Offer Presentation Acknowledgement Form. Motion defeated. A motion was made to approve the NYSAR Affirmation Request; Presentation of Purchase Offer Pursuant to Standard of Practice 1-7 form. Motion carried.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, July 31 at 4:00 pm at Acqua and June new applicants.
- IX. Committee/Task Force Reports – Limited Discussion
  - a. Agents' Day – written report emailed
  - b. Forms & Contracts – written report emailed
  - c. REALTOR Issues – written report emailed
  - d. Technology – written report emailed

- e. RPAC Report – Margaret Hartman reported that we are at 86% of goal which represents \$57,132 (goal \$66,412) with 1,155 contributors which represents 78% of participation goal. In addition Margaret asked everyone to mark their calendar for September 19 which is our meatball competition at Artisan Kitchens & Baths.
  - f. Government Affairs – Dan Locche reported that Amherst Inspection fees have gone up to \$250.00 and that the Erie County Health Dep. is not allowed to release information to anyone other than the owner or a legal representative and it would be helpful if sellers obtain this information from the health department in writing when they list their properties.
  - g. Chief Executive Officer Review Committee – CEO Review Committee Chairperson, Rebecca VanDorn reported that 39 surveys were sent by email with 31 responding. Mr. Leonard's exceeded all expectations on his survey and she was very pleased to report the positive review.
- X. Presidents Report - Limited Discussion – Donna Littlefield
- a. President Elect Donna Littlefield reported that the highlight of the NAR meetings was President Donald Trump speaking before us. And NAR did an excellent job moving around their schedule to accommodate him. He was very informative. Other highlights was the Hill meetings especially with Congressman Brian Higgins.
- XI. Chief Executive Officers Report – Limited Discussion – John Leonardi
- a. John Leonardi reminded the Directors of the upcoming NYSAR Western Region Meeting on Wednesday, June 26 and to let Debbie know if you are attending.
  - b. Mr. Leonardi reported that some BNAR staff will be attending the NYSAR Summer Conference in mid-July in Saratoga.
  - c. May new members were approved by email since there wasn't a May Board meeting.
  - d. Chief Executive Officer, John Leonardi, reported that six possible candidates were invited to the Leadership Luncheon that was held on June 6.
  - e. Mr. Leonardi reported that the Executive Committee approved submitting Joe Whittington's name for NYSAR REALTOR of the Year because of his experience at the local and state level.
  - f. Mr. Leonardi announced that the BNAR is looking to revamp their website as well as comparing our current membership software with others. Our contract with Rapattoni, our current membership software expires in 18 months.
  - g. It was noted that Chris Jacobs will run against Chris Collins for Congressman and that they will be hearing more about it including fundraisers, etc.
  - h. Chief Executive Officer, John Leonardi, distributed information on a "shadow board" and asked the Directors to read and review the article handed out for future discussions.
- XII. Legal – Limited Discussion – Charlie Martorana
- a. None
- XIII. New/Other/Old Business
- a. Mr. Leonardi announced that those not wishing to join us on the cruise at noon are still welcome to have some hors d'oeuvres before the boat departs. In addition, BNAR staff will be joining us for lunch and the boat cruise.
- XIV. Adjournment - Meeting adjourned at 11:05 am

*Donna Littlefield as acting President*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, June 19, 2019 – 10:00 am – Grand Lady/Riverworks**

**Executive Committee:** President Elect, Donna Littlefield; Secretary/ Treasurer, Brendan Cunningham; Vice-President, Amber Wesser; Immediate Past President, Rebecca VanDorn; Presidential Advisor, Amy Winklhofer

**Board of Directors:** Lori Adams, Annabelle Aquilina, Suzanne Chaskes, Judy Conable, Kathy Crissy, Michele Gwizdowski, Margaret Hartman, Joel HusVar, Paula Macaluso, Nan Malysza, Cheryl O'Donnell, Vienna Haak

**BNAR Attorney:** Charlie Martorana

**Staff:** John Leonardi, Debbie Norman, Annette Fachko, Dan Locche, Brian Woolston

**Past Presidents:** Sharon Ciminelli, Mike McDonough, Alice Miranda, Christie Rothschild, Louis Vinci, Robert Winklhofer

**Excused:** President, Eric Winklhofer, Dawn Brown, Peter Hunt, Jim Knight, Lynne Logan, Dave Stefik

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- I. The meeting was called to order at 10:14 am. In the absent of President Winklhofer, President Elect Donna Littlefield was the acting President.
- II. The Pledge of Allegiance was said followed by a moment of silence for those that could not be with us today.
- III. Anti-Trust, Confidentiality and Conflict of Interest Form was circulated and signed.
- IV. The agenda was approved as handed out.
- V. Minutes of the Previous Meeting - No changes were made to the minutes of the previous meeting.
- VI. Operation & Financial Report
  - a. Brendan Cunningham, Secretary/Treasurer reviewed the May P&L. The P&L was received and filed.
- VII. Action Items for Directors
  - a. Resignation & Appointment – a motion was made to appoint Vienna Haak to fulfill the rest of Michele Gwizdowski's term on the Board of Directors. Motion carried. The Oath of Office was administered to Vienna by Donna Littlefield. Good luck went out to Michele, who resigned from the Directorship and was moving out of state.
  - b. Forms & Contracts – a motion was made to approve the BNAR Offer Presentation Acknowledgement Form. Motion defeated. A motion was made to approve the NYSAR Affirmation Request: Presentation of Purchase Offer Pursuant to Standard of Practice 1-7 form. Motion carried.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, July 31 at 4:00 pm at Acqua and June new applicants.
- IX. Committee/Task Force Reports – Limited Discussion
  - a. Agents' Day – written report emailed
  - b. Forms & Contracts – written report emailed
  - c. REALTOR Issues – written report emailed
  - d. Technology – written report emailed

- e. RPAC Report – Margaret Hartman reported that we are at 86% of goal which represents \$57,132 (goal \$66,412) with 1,155 contributors which represents 78% of participation goal. In addition Margaret asked everyone to mark their calendar for September 19 which is our meatball competition at Artisan Kitchens & Baths.
  - f. Government Affairs – Dan Locche reported that Amherst Inspection fees have gone up to \$250.00 and that the Erie County Health Dep. is not allowed to release information to anyone other than the owner or a legal representative and it would be helpful if sellers obtain this information from the health department in writing when they list their properties.
  - g. Chief Executive Officer Review Committee – CEO Review Committee Chairperson, Rebecca VanDorn reported that 39 surveys were sent by email with 31 responding. Mr. Leonard's exceeded all expectations on his survey and she was very pleased to report the positive review.
- X. Presidents Report - Limited Discussion – Donna Littlefield
- a. President Elect Donna Littlefield reported that the highlight of the NAR meetings was President Donald Trump speaking before us. And NAR did an excellent job moving around their schedule to accommodate him. He was very informative. Other highlights was the Hill meetings especially with Congressman Brian Higgins.
- XI. Chief Executive Officers Report – Limited Discussion – John Leonardi
- a. John Leonardi reminded the Directors of the upcoming NYSAR Western Region Meeting on Wednesday, June 26 and to let Debbie know if you are attending.
  - b. Mr. Leonardi reported that some BNAR staff will be attending the NYSAR Summer Conference in mid-July in Saratoga.
  - c. May new members were approved by email since there wasn't a May Board meeting.
  - d. Chief Executive Officer, John Leonardi, reported that six possible candidates were invited to the Leadership Luncheon that was held on June 6.
  - e. Mr. Leonardi reported that the Executive Committee approved submitting Joe Whittington's name for NYSAR REALTOR of the Year because of his experience at the local and state level.
  - f. Mr. Leonardi announced that the BNAR is looking to revamp their website as well as comparing our current membership software with others. Our contract with Rapattoni, our current membership software expires in 18 months.
  - g. It was noted that Chris Jacobs will run against Chris Collins for Congressman and that they will be hearing more about it including fundraisers, etc.
  - h. Chief Executive Officer, John Leonardi, distributed information on a "shadow board" and asked the Directors to read and review the article handed out for future discussions.
- XII. Legal – Limited Discussion – Charlie Martorana
- a. None
- XIII. New/Other/Old Business
- a. Mr. Leonardi announced that those not wishing to join us on the cruise at noon are still welcome to have some hors d'oeuvres before the boat departs. In addition, BNAR staff will be joining us for lunch and the boat cruise.
- XIV. Adjournment - Meeting adjourned at 11:05 am

*Donna Littlefield as acting President*



**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, July 31, 2019 – 4:30 pm – Acqua Restaurant & Banquets**

**Executive Committee:** President, Eric Winklhofer; President Elect, Donna Littlefield; Secretary/ Treasurer, Brendan Cunningham; Vice-President, Amber Wesser; Immediate Past President, Rebecca VanDorn; Presidential Advisor, Amy Winklhofer

**Board of Directors:** Lori Adams, Annabelle Aquilina, Dawn Brown, Kathy Crissy, Vienna Haak, Margaret Hartman, Joel HusVar, Lynne Logan, Paula Macaluso, Cheryl O'Donnell, Dave Stefik

**BNAR Attorney:**

**Staff:** John Leonardi, Debbie Norman, Annette Fachko, Dan Locche, Brian Woolston

**Past Presidents:** Sharon Ciminelli, Jim Knight, Louis Vinci, Robert Winklhofer

**Excused:** Charlie Martoran, Suzanne Chaskes, Judy Conable, Peter Hunt, Nan Malysza

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- I. The meeting was called to order at 4:35 pm. .
- II. The Pledge of Allegiance was said followed by a moment of silence for those that could not be with us today and for Charlene Zorattis daughter who is in the hospital
- III. Anti-Trust, Confidentiality and Conflict of Interest Form was circulated and signed.
- IV. The agenda was approved as handed out.
- V. Minutes of the Previous Meeting - No changes were made to the minutes of the previous meeting.
- VI. Operation & Financial Report
  - a. Brendan Cunningham, Secretary/Treasurer reviewed the June P&L. The P&L was received and filed.
- VII. Action Items for Directors
  - a. Appointment of Tellers – President Eric Winklhofer appointed Sharon Ciminelli, Jim Knight and Bob Winklhofer as tellers for the NYSAR Director Elections.
  - b. NYSAR Director Elections - Rebecca Van Dorn announced that Joel HusVar and Vienna Haak as the slate for BNAR Director. Nominating Committee Chair, Rebecca VanDorn, asked three times if there were any nominations from the floor. There were none and an immediate vote took place. On the first ballot Joel HusVar was elected as NYSAR Director.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, September 18 at 11:00 am at the BNAR and new applicants.
- IX. Committee/Task Force Reports – Limited Discussion
  - a. REALTOR Issues – written report emailed
  - b. Government Affairs – Dan Locche reported on the recent New York State Housing Stability and Tenant Protections Action of 2019 and that NYSAR does not have a position because they do not represent landlords however, some brokerages have rentals. Dan will look into a position statement from NYSAR.  
In addition, Mr. Locche reported on the lack of communication regarding septic systems and that results should be given to homeowners and not to Attorneys or the REALTOR.  
Dan Locche also informed the Directors that there are grants available from NAR on REALTOR Issues and Affordable Housing that he will be looking into.

- c. RPAC – Margaret Hartman reported that BNAR is still at 87% of goal and expects each Director to contribute at the very least \$100. Our goal is \$66,423 with collections to date at \$57,768. Margaret also reminded the Directors of the upcoming Meatball Competition on Thursday, September 19 from 6:00 – 9:00 pm at Artisan Kitchens.
  - d. Nominating Committee – Nominating Committee Chairman Rebecca VanDorn announced that the committee will be meeting on August 1 to conduct BNAR Director Candidate Interviews and the slate will be emailed to the Directors when finalized. Mrs. VanDorn also reminded the Directors that the deadline to submit Nomination Forms for BNAR Officer is September 20, 2019. The Directors briefly discussed Bylaws regarding voting for a minimum of three and a maximum of four instead of just voting for four or for the amount of positions open. Chief Executive Officer, John Leonardi, stated that he would contact Charlie Martorana about the process.
- X. Presidents Report - Limited Discussion –Eric Winklhofer
- a. President Eric Winklhofer reminded the Directors of the upcoming BNAR/WCR social event taking place on Tuesday, August 20 from 4:00 – 6:00 pm at Templeton Landing.
  - b. Update Lucky Fin - President Winklhofer also stated that he will be attending a fitting for Ava's prosthetic arm so that she will be able to ride her bike. He added that BNAR is still selling bracelets as a fundraiser.
- XI. Chief Executive Officers Report – Limited Discussion – John Leonardi
- a. John Leonardi reported that Brian Woolston is leaving the BNAR to move to California and that his replacement, Kathy Schmitz, will be starting at the end of August.
  - b. Shadow Board – Chief Executive Officer, John Leonardi, stated that he is still in the process of drafting an outline for a Shadow Board.
  - c. Mr. Leonardi announced that he and President Elect, Donna Littlefield will be attending the NAR Leadership Training on August 11 and 12 in Chicago.
  - d. Chief Executive Officer, John Leonardi, stated that NYSAR did not block enough rooms for the upcoming meetings at Turning Stone so anyone planning to go should call immediately in order to get a room.
- XII. Legal – Limited Discussion – Charlie Martorana
- a. Charlie was under the weather and could not join us but he sent over information to be distributed to the Board of Directors on New York State's New Eviction Laws.
- XIII. New/Other/Old Business
- a.
- XIV. Adjournment - Meeting adjourned at 5:09 pm

*Eric Winklhofer*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, September 18, 2019 –11:00 am – BNAR**

**Executive Committee:** President, Eric Winklhofer; President Elect, Donna Littlefield; Secretary/ Treasurer, Brendan Cunningham; Vice-President, Amber Wesser; Immediate Past President, Rebecca VanDorn; Presidential Advisor, Amy Winklhofer

**Board of Directors:** Lori Adams, Annabelle Aquilina, Dawn Brown, Suzanne Chaskes, Kathy Crissy, Vienna Haak, Lynne Logan, Paula Macaluso, Nan Malysza, Cheryl O'Donnell, Dave Stefik

**BNAR Attorney:** Charlie Martorana

**Staff:** John Leonardi, Debbie Norman, Annette Fachko, Dan Locche, Brian Woolston, Kathy Schmitz

**Past Presidents:** Phil Aquila, Sharon Ciminelli, Mike Johnson, Gary Kenline, Jim Knight, Louis Vinci, Robert Winklhofer

**Excused:** Judy Conable, Margaret Hartman, Peter Hunt, Joel HusVar

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- I. The meeting was called to order at 11:05 am
- II. The Pledge of Allegiance was said followed by a moment of silence for those that could not be with us today, and especially Joe Rivellino whose father and niece passed away, the military and our first responders.
- III. Anti-Trust, Confidentiality and Conflict of Interest Form was circulated and signed.
- IV. The agenda was approved with two additions: Action Items/Professional Standards and CEO Report/Education.
- V. Minutes of the Previous Meeting - No changes were made to the minutes of the previous meeting.
- VI. Operation & Financial Report
  - a. Brendan Cunningham, Secretary/Treasurer reviewed the August P&L. The P&L was received and filed.
- VII. Action Items for Directors
  - a. BNAR Budget – A motion was made to approve the 2020 BNAR Budget as presented, including a twenty five (\$25.00) dollar dues increase. Motion carried.
  - b. Shadow Board – A motion was made to approve ten thousand (\$10,000) dollars to begin structuring a shadow board in 2019. Motion carried. The additional; \$15,000 was included in the 2020 BNAR Budget.
  - c. Nominating Committee – Chairperson Rebecca VanDorn announced the resignation of Joel HusVar from the Nominating Committee. A motion was made to appoint Sharon Ciminelli as his replacement for the rest of the year. Motion carried.
  - d. Professional Standards Case #061219e – A motion was made to uphold the Professional Standards Hearing Panels decision in the case of Bryan Day/Roncroft Realty and Michael Wilson/Michael Wilson Realty; BNAR & MLS membership shall be suspended if fine of one thousand (\$1,000.00) dollars is not paid by October 30, 2019. Motion carried.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, October 23, 2019 at 4:30 pm at the Buffalo Grand Hotel and new applicants.

IX. Committee/Task Force Reports – Limited Discussion

- a. Government Affairs – Dan Locche, Government Affairs Director, reported that as of the end of August we have collected \$57,769 which represents 87% of goal (goal \$66,423) with 899 contributors which represents 78% of our goal of 1,155 contributors. Mr. Locche reminded those attending the NYSAR meetings in Turning Stone that their RPAC auction item winnings will be credited to BNAR. There are still outstanding pledges and plans to follow through on them before the deadline.
- b. RPAC – Dan Locche stated that currently we have about 80 attending the Meatball Event on September 19<sup>th</sup> and that he expects walk-ins. Guests, friends and family is also invited to attend and that their fee would be credited to the members RPAC contribution.
- c. Nominating Committee – Nominating Committee Chairman Rebecca VanDorn stated that online voting for BNAR Director begins on October 9<sup>th</sup> at 9:00 am and ends on October 16<sup>th</sup> at 7:00 pm. You can vote online or stop by the BNAR during normal business hours or at the Annual Meeting and Director Election event that is on Wednesday, October 16<sup>th</sup> from 5-7 pm at Salvatores. The slate is Rosalind Burgin, Rose DeGeorge, Eric Hauser, Vincent Rondinelli, William Soffel and Kelly Spurlock.

Rebecca reminded the Directors that Officer nomination forms are due September 20, 2019 in order to be on the Slate. Officer elections will take place on Wednesday, October 23<sup>rd</sup> at 4:30 pm at the Buffalo Grand Hotel and as a reminder, absentee ballots are not allowed.

X. Presidents Report - Limited Discussion –Eric Winklhofer

- a. President Eric Winklhofer encouraged everyone to attend the RPAC Meatball event as well as the Annual Meeting & Director Election Event. There was some discussion on voting for a minimum of three and a maximum of four and why there isn't a provision for write-in candidates. Mr. Leonardi explained that the Bylaws currently do not allow it but will bring it to the attention of the Bylaws Committee.

XI. Chief Executive Officers Report – Limited Discussion – John Leonardi

- a. John Leonardi reminded the Directors of the upcoming NYSAR Leadership Conference 2020. If anyone is interested, let him know; registration can also be done online.
- b. Mr. Leonardi announced that he will be emailing the itinerary for the upcoming NYSAR meetings at Turning Stone.
- c. Mr. Leonardi reported that the August new members were approved by email since there was no August meeting.
- d. Chief Executive Officer, John Leonardi, stated that BNAR is in the process of offering a local designation with the curriculum being historic homes. Mr. Leonardi added that if anyone has any suggestions for a local designation to let the Education Committee know.
- e. John Leonardi announced that the NAR meetings in San Francisco are November 6-12, 2019. Those attending will be invited to a couple of tours being planned.

XII. Legal – Limited Discussion – Charlie Martorana

- a. BNAR Legal Counsel, Charlie Martorana, reported on the meeting with himself, John Leonardi, Eric Winklhofer and Dan Locche and the Erie County Health Department regarding obtaining water and sewer information from Erie. A form was approved for authorization and request and is now available for use. A copy was distributed to the Directors.

XIII. New/Other/Old Business

- a.

XIV. Adjournment - Meeting adjourned at 5:09 pm

*Eric Winklhofer*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, October 23, 2019 –4:00 pm – Buffalo Grand Hotel**

**Executive Committee:** President, Eric Winklhofer; President Elect, Donna Littlefield; Secretary/ Treasurer, Brendan Cunningham; Vice-President, Amber Wesser; Immediate Past President, Rebecca VanDorn; Presidential Advisor, Amy Winklhofer

**Board of Directors:** Lori Adams, Annabelle Aquilina, Dawn Brown, Suzanne Chaskes, Kathy Crissy, Vienna Haak, Margaret Hartman, Peter Hunt, Joel HusVar, Lynne Logan, Paula Macaluso, Cheryl O'Donnell, Dave Stefik

**BNAR Attorney:** Charlie Martorana

**Staff:** John Leonardi, Debbie Norman, Annette Fachko, Dan Locche, Brian Woolston, Kathy Schmitz

**Past Presidents:** Phil Aquila, Sharon Ciminelli, Mike Johnson, Gary Kenline, Jim Knight, miriam treger, Louis Vinci, Robert Winklhofer, Charlene Zoratti

**Excused:** Judy Conable, Nan Malysza

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- I. The meeting was called to order at 4:32 pm
- II. The Pledge of Allegiance was said followed by a moment of silence for those that could not be with us today, the military and our first responders.
- III. Anti-Trust, Confidentiality and Conflict of Interest Form was circulated and signed.
- IV. The agenda was approved with one addition: Fair Housing-City of Buffalo and Erie County.
- V. Minutes of the Previous Meeting - No changes were made to the minutes of the previous meeting.
- VI. Operation & Financial Report
  - a. Brendan Cunningham, Secretary/Treasurer reviewed the September P&L. The P&L was received and filed.
- VII. Action Items for Directors
  - a. Professional Standards – A motion was made to recommend to the Board of Directors to raise the administrative, arbitration, appeal fees from \$150 to \$500. The motion was made to add starting today and for any new cases. Amended motion carried. After discussion a motion was made to call the question. Motion carried. The motion as amended was approved.
  - b. Appoint tellers – President Eric Winklhofer appointed Charlie Martorana, Bob Winklhofer and Brian Woolston as tellers for the Officer Elections.
  - c. Rebecca VanDorn, Nominating Committee Chair, announced that the Election Guidelines were included in their Director packets.
  - d. Office of President – Due to the automatic ascension of President Elect to President, one vote was cast by the Secretary/Treasurer and Donna Littlefield was elected as 2020 BNAR President.

*Office of President-Elect* – Rebecca VanDorn, Nominating Committee Chair, announced Brendan Cunningham and Amber Wesser as the slate for Office of President Elect. There were no nominations from the floor. On the first ballot, Amber Wesser was elected as President Elect.

*Office of Secretary/Treasurer* – Rebecca Van Dorn announced Kathy Crissy as the slate for the office of Secretary/Treasurer. There were no nominations from the floor. Since there was no opposition one vote was cast by the current Secretary/Treasurer and Kathy Crissy was elected as Secretary/Treasurer.

*Office of Vice President* – Rebecca Van Dorn announced Joel HusVar as the slate for the office of Vice President. There were no nominations from the floor. Since there was no opposition, one vote was cast by the current Secretary/Treasurer and Joel HusVar was elected as Vice President.

VIII. Dates and Reports

- a. Next meeting date Tuesday, December 3 at 4:30 pm at the Mansion on Delaware and approval of the new applicants.

IX. Committee/Task Force Reports – Limited Discussion

- a. Annual Meeting – written report emailed
- b. REALTOR Issues – written report emailed
- c. RPAC – verbal – Margaret Hartman announced that BNAR has made RPAC goal and thanked Donna Littlefield for joining the Golden R Status.

X. Presidents Report - Limited Discussion –Eric Winklhofer

- a. President Eric Winklhofer reported on the Annual Meeting & Election event and congratulated the winners: Rosalind Burgin, Eric Hauser, William Soffel and Kelly Spurlock.
- b. Mr. Winklhofer reminded the Directors and Past Presidents in attendance of the upcoming Agents' Day & Trade Show on October 30 and both he and John Leonardi urged everyone to attend.

XI. Chief Executive Officers Report – Limited Discussion – John Leonardi

- a. Chief Executive Officer, John Leonardi, announced that currently there is a Keypad Exchange at the BNAR Office for those wishing to upgrade from the keypad to the e-key.
- b. Mr. Leonardi invited everyone to the Committee Thank You event is on Wednesday, November 20 from 5:00 – 7:00 pm at Giancarlos.
- c. The BNAR/WNYREIS Holiday Brunch is on Sunday, December 8 at noon at Giancarlos. Mr. Leonardi reminded them that spouses/guests are invited to attend and they need to register.
- d. Chief Executive Officer, John Leonardi, congratulated the incoming Officers and Directors and announced that the Leadership Orientation and Workshop is on Wednesday, December 18 at 10:00 am at the BNAR. Mr. Leonardi invited the entire Board of Directors to attend and asked they contact Debbie to reserve their spot if they wish to attend.
- e. Mr. Leonardi reported that NYSAR has reached out to local real estate associations to send one representative to Albany on November 19 and 20 to discuss recent changes to New York's landlord/tenant laws and if there is someone well versed on the subject to please submit their name.

XII. Legal – Limited Discussion – Charlie Martorana

- a. BNAR Legal Counsel, Charlie Martorana, reported on real estate ads and whether or not they are in compliance with the local ordinance. Mr. Martorana will work with Mr. Leonardi and the Executive Committee on this issue, especially as it pertains to time frame.

XIII. New/Other/Old Business - None

XIV. Adjournment - Meeting adjourned at 5:14 pm

*Eric Winklhofer*