

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, February 21, 2018 – 10:00 am - BNAR**

**Executive Committee:** President, Rebecca VanDorn; President Elect, Eric Winklhofer; Secretary/Treasurer, Donna Littlefield; Vice President, Brendan Cunningham; Immediate Past President, Dawn Brown; Presidential Advisor, Marlene DeCarlo

**Board of Directors:** Judy Conable, Kathy Crissy, Ann Edwards, Margaret Hartman, William Higgins, Joel HusVar, John Kopera, 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, Michael McDonough, Alice Miranda, miriam treger, Louis Vinci, Robert Winklhofer

**Excused:** Peter Hunt, Matt Whitehead, Sharon Ciminelli, Lynne Logan Amber Wesser

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- I. The meeting was called to order at 10:08 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. Operation & Financial Report
  - a. Michelle Sullivan and Michael Adornetto from Freed Maxick were present to go over the yearend audit.
- VII. Action Items for Directors
  - a. Government Affairs/Lobby Day – a motion was made to recommend to the Board of Directors charging one hundred (\$100.00) to attend Lobby Day. Motion carried.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, March 28 at 10:00 am at the BNAR and approval of new applicants.  
  
Committee/Task Force Reports – Limited Discussion
    - a. Government Affairs – written report emailed. Dan Locche reported that Zak Rubin-McCarry from the National Association of REALTORS will be guest speaker at the upcoming meeting on February 23 and invited those present to attend.
    - b. RPAC Report – Margaret Hartman reported that we have collected \$49,937 which represents 80% of goal. John Leonardi reminded the Directors that contribution is mandatory.
- IX. Presidents Report – Rebecca VanDorn - Limited Discussion
  - a. President VanDorn thanked everyone for attending her Inaugural event and reiterated on her objectives for 2018.
  - b. Rebecca VanDorn chose the Cystic Fibrosis Foundation as her charity for 2018 and asked each Director to help her raise money and is looking for participants in their Great Strides walk.
  - c. President VanDorn reported on the highlights of the NYSAR meetings with the most notable being free continuing education being offered to NYSAR members.
  - d. Kudos were given to John Leonardi and Annette Fachko for receiving their RCE designation.

- X. Chief Executive Officers Report – Limited Discussion – John Leonardi
- a. Chief Executive Officer, John Leonardi, reported on the NYSAR meetings and briefly spoke on MLS of choice and facebook advertising guidelines and also “love letters”.
  - b. Mr. Leonardi stated that the BNAR Bylaws are in compliance and certified by the National Association of REALTORS.
  - c. Mr. Leonardi announced that the Key Communicator/Office Manager Kick Off will take place on Wednesday, March 14 at 8:45 at the Millennium Hotel. Following the kick off will be the Contract of Sale free continuing education class at 10:30 am, also at the Millennium.
  - d. Chief Executive Officer, John Leonardi, reported that 20,000 tickets to the Buffalo Home & Garden Show were available for pick up on a first come first served basis. The event is March 9-11 and March 17-19.
  - e. Mr. Leonardi reported that the January new applicants were approved by email.
  - f. John Leonardi reminded the Directors that they should participate in all BNAR events. In addition he stated that only one email reminder will be sent for meetings and events and to please check their emails frequently and to respond to them as soon as possible.
  - g. Building Update – Mr. Leonardi reported that proposals have gone out to Picone Construction, Kulback’s Construction, Casilio Construction and MJ Peterson.
  - h. NYSAR chose BNAR as their location for this year’s Spokespersons Training which will take place on April 20, 2018.
  - i. Patrick Reilly from NYSAR conducted Professional Standards training on February 15 in Batavia which included 6 hours Code of Ethics training. Thank you to BNAR for paying the way for our committee members and Directors to attend.
- XI. New/Other/Old Business - none
- XII. Legal – Limited Discussion – Charlie Martorana
- a. Attorney, Charlie Martorana, reported that the Bar Association is offering Continuing Legal Education on the Contract of Sale on March 10, 2018 at the Marriott.
- XIII. Adjournment - Meeting adjourned at 11:28 am

*Rebecca VanDorn*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, March 28, 2018 – 10:00 am - BNAR**

**Executive Committee:** President, Rebecca VanDorn; President Elect, Eric Winkhofer; Secretary/Treasurer, Donna Littlefield; Vice President, Brendan Cunningham; Immediate Past President, Dawn Brown; Presidential Advisor, Marlene DeCarlo

**Board of Directors:** Sharon Ciminelli, Kathy Crissy, Bill Higgins, Joel HusVar, John Kopera,, Lynn Logan, Paula Macaluso, Cheryl O'Donnell, Dave Stefik, Amber Wesser

**BNAR Attorney:** Charlie Martorana

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

**Past Presidents:** Gary Kenline, Louis Vinci, Robert Winkhofer

**Excused:** Peter Hunt, Matt Whitehead, Ann Edwards, Margaret Hartman

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- I. The meeting was called to order at 10:03 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. Operation & Financial Report
  - a. Donna Littlefield reported on the February P&L. The report was received and filed
- VII. Action Items for Directors
  - a. Building PAG – A motion was made to the BNAR Board of Directors to remain at 200 John James Audubon Pkwy; authorize MJ Peterson to perform the build out of our new footprint per the Silvestri documents; allow John Leonardi to negotiate a long term lease with MJ Peterson and authorize the Executive Committee to approve the finished leases. Motion carried.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, April 25 at 10:00 am at the BNAR and approval of new applicants.

Committee/Task Force Reports – Limited Discussion

  - a. Agents Day – written report emailed – Bill Higgins reported that John Leonardi will be the keynote speaker this year.
  - b. Education – written report emailed – Amber Wesser spoke on additional offerings that the Education Committee is working on.
  - c. Forms & Contracts – written report emailed
  - d. Realtor Issues – written report emailed
  - e. Government Affairs – Dan Locche reported that nineteen members attended Lobby Day this year and distributed the Lobby Day agenda. In addition he will be attending a fundraiser for Chris Collins.

- f. RPAC – BNAR has collect \$55,603 and is at 89% of RPAC goal with only 207 more contributors to make participation goal. John Leonardi indicated that they are working on meatball cook-off competition to raise funds.
- IX. Presidents Report – Rebecca VanDorn - Limited Discussion
- a. President VanDorn reported that the turnout for the Key Communicator Kick Off was tremendous and the venue was perfect.
  - b. Rebecca VanDorn stated that she will be submitting a Good Neighbor Award application to Realtor Magazine. The deadline is May 4, 2018.
  - c. President Rebecca VanDorn also announced that she is continuing with collecting aluminum pop tops for Ronald McDonald House this year.
  - d. President VanDorn reminded the Directors of the upcoming Great Strides Walk to benefit the Cystic Fibrosis Foundation.
- X. Chief Executive Officers Report – Limited Discussion – John Leonardi
- a. Chief Executive John Leonardi reported that over 400 attended the free Continuing Education class that was offered on the contract of sale in March.
  - b. Mr. Leonardi reminded the Directors of the upcoming REALTOR Emeritus event that will be held on Wednesday, May 2, 2018 at the Buffalo Launch Club in Grand Island. This year we are honoring eight members.
  - c. Washington Meetings – for those attending the Legislative Meetings in Washington DC, an agenda will be sent by email. Dan Locche added that he will be coordinating the visits and a White House tour but needs to know ASAP who would like to go.
- XI. New/Other/Old Business - none
- XII. Legal – Limited Discussion – Charlie Martorana
- a. Attorney, Charlie Martorana, distributed a draft regarding “Buyers Love Letters”.
- XIII. Adjournment - Meeting adjourned at 10:54 am

*Rebecca VanDorn*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**Wednesday, April 25, 2018 – 10:00 am - BNAR**

**Executive Committee:** President, Rebecca VanDorn; President Elect, Eric Winklhofer;  
Secretary/Treasurer, Donna Littlefield; Immediate Past President, Dawn Brown; Presidential Advisor,  
Marlene DeCarlo

**Board of Directors:** Sharon Cimimelli, Margaret Hartman, William Higgins, Joel HusVar, John Kopera, Lynne Logan, Paula Macaluso, Cheryl O'Donnell, Dave Stefik, Amber Wesser

**BNAR Attorney:** Charlie Martorana

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

**Past Presidents:** Gary Kenline, Jim Knight, Mike McDonough, Alice Miranda, Louis Vinci, Robert Winklhofer

**Excused:** Peter Hunt, Matt Whitehead, Ann Edwards, Vice President, Brendan Cunningham

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- I. The meeting was called to order at 10:00 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 with two additions: NYSAR Regional Meeting, Clarence Signs and Lead Based Paint.
- V. Minutes of the Previous Meeting – no changes were made to the minutes of the previous meeting.
- VI. Operation & Financial Report
  - a. Donna Littlefield reported on the March P&L. The report was received and filed
- VII. Action Items for Directors
  - a. Case 1214 2017 – A motion was made to approve the Professional Standards Hearing Panels decision in Case 1214 2017 – no discipline. Motion carried.
  - b. Case 1215e 2017 – A motion was made to approve the Professional Standards Hearing Panels decision in Case 1215e 2017 – no discipline. Motion carried.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, June 20 at 4:00 pm Savlatore's and approval of new applicants.

**Committee/Task Force Reports – Limited Discussion**

- a. Agents Day – this year's event is October 10 and the theme is Masquerade. Sponsorships and exhibitors can sign up today.
- b. Government Affairs
  - Lobby Day – This year we had twenty one attendees and no complaints were formally made about the \$100 fee. Even though there may have been some scheduling issues, government staff still received our agenda.
  - Clarence Sign Issue – it was brought to the attention of the Directors that real estate related signs are being confiscated in the Town of Clarence. Dan Locche, Government Affairs Director, reiterated that most towns have sign ordinances and he will prepare something for the MLS sign on message.

- County Fair Housing Law – Dan Locche reported on the public hearing he attended regarding a local law in relation to fair housing in Erie County that includes adding protected classes of citizenship, gender identity and source of income as well as forming an Oversight Board. Real estate brokers will be required to maintain a fair housing marketing plan as well as advertising requirements
  - c. RPAC – Margaret Hartman reported that BNAR is at 92% of goal but 209 people need to contribute to make participation goal. An RPAC video was produced asking for fair share contributions. In addition, Margaret added that a fundraiser for RPAC will be on September 20 at Artisan Kitchen and Bath and will entail a meatball competition.
- IX. Presidents Report – Rebecca VanDorn - Limited Discussion
- a. President VanDorn reported that the CEO Review Survey will be emailed shortly and asked everyone to please complete it. Members of the Review Committee is Dawn Brown, Chairman; Eric Winklhofer, Vice Chair; appointed by the CEO is Sharon Ciminelli, appointed by WNYREIS is Robert Winklhofer and appointed by BNAR President will be miriam treger.
  - b. President VanDorn reminded the Directors of the upcoming Great Strides Walk to benefit the Cystic Fibrosis Foundation and you don't want to walk, can also sign up as a ghost walker.
- X. Chief Executive Officers Report – Limited Discussion – John Leonardi
- a. Chief Executive John Leonardi stated that the REALTOR Emeritus event is coming up on May 2 at the Buffalo Launch Club in Grand Island and to register today if you haven't done so.
  - c. John Leonardi called attention to a member benefit which is a series of info graphics that is being emailed to members. The first one was emailed on April 10 entitled "What to Expect from your 100 Year Old House" and a copy of it was included in their packets.
  - d. Mr. Leonardi reported that he will be emailing an itinerary for those attending the NAR Mid Year meetings in Washington, DC
  - e. Chief Executive John Leonardi announced that BNAR may be updating their Strategic Planning sometime in Fall and distributed an overview from T3Sixty.
- XI. New/Other/Old Business
- a. Louis Vinci announced that the NYSAR Western Region meeting will be held on Wednesday, May 30 at Aqua Restaurant & Banquet Center. Email invites the meeting and luncheon will be emailed shortly.
  - b. Discussion took place on the Lead Based Paint Disclosure and Rider.
- XII. Legal – Limited Discussion – Charlie Martorana
- a. Mr. Martorana announced that he will be attending a statewide council meeting on May 7, 2018 in Albany.
- XIII. Adjournment - Meeting adjourned at 11:56 am

*Rebecca VanDorn*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**June 20, 2018 – 4:00 pm - Salvatores**

**Executive Committee:** President, Rebecca VanDorn; President Elect, Eric Winklhofer;  
Secretary/Treasurer, Donna Littlefield; Immediate Past President, Dawn Brown;

**Board of Directors:** Sharon Ciminelli, Judy Conable, Kath Crissy, Ann Edwards, William Higgins, Joel HusVar,  
John Kopera, Lynne Logan, Paula Macaluso, Cheryl O'Donnell, Dave Stefik, Amber Wesser

**BNAR Attorney:** Charlie Martorana

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

**Past Presidents:** Gary Kenline, Jim Knight, Mike McDonough, Alice Miranda, Louis Vinci, Robert Winklhofer

**Excused:** President Elect, Eric Winklhofer; Presidential Advisor, Marlene DeCarlo, Peter Hunt,  
Matt Whitehead,

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- I. The meeting was called to order at 4:37 pm
- 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 – besides the Agents Day date (October 10), no other changes were made to the minutes of the previous meeting.
- VI. Operation & Financial Report
  - a. Donna Littlefield reported on the May P&L. The report was received and filed
- VII. Action Items for Directors
  - a. Rochester Relationship – A motion was made to discuss negotiations with the Rochester Association of REALTORS. Motion carried. A motion was made to meet with a Strategic Plan facilitator sometime in the 4<sup>th</sup> quarter. Motion carried.
- VIII. Dates and Reports
  - a. Next meeting date is Wednesday, July 25 at 4:00 pm at Sinatra's and approval of new applicants.

**Committee/Task Force Reports – Limited Discussion**

- a. Nominating Committee – Chairperson Dawn Brown announced Amber Wesser, Amy Winklhofer, Sharon Ciminelli and Lou Vinci as the BNAR Nominating Committee. It was noted that per the BNAR Bylaws no member on the Nominating Committee can run for BNAR Officer.
- b. CEO Review Committee – Chairperson Dawn Brown announced that the CEO Review Committee Vice Chair is Eric Winklhofer; appointed by the CEO is Sharon Ciminelli, appointed by the President was miriam treger and appointed by REIS was Bob Winklhofer.
- c. Agents' Day – written report emailed/it was noted that there will be a table at Agents' Day for selling Masquerade masks for \$2.00 to benefit Cystic Fibrosis.

- d. Education – written report emailed/it was noted that the July through December education booklets were sent to each office to be made available to each agent.
  - e. RPAC – Margaret Hartman reported that only 895 members donated to RPAC. An RPAC video was produced asking members to contribute their fair share of \$25.00. In addition, Margaret added that a Meatball Competition fundraiser for RPAC will be on September 20 at Artisan Kitchen and Bath.
- IX. Presidents Report – Rebecca VanDorn - Limited Discussion
- a. President VanDorn reported on some of the highlights of the NAR meetings in Washington DC. Besides the meetings with Congressmen Higgins, Gilibrand and Collins, she report included net neutrality, equality in housing, MLS of choice, low inventory and multiple offers that is also taking place throughout the country.
  - b. Rebecca VanDorn reminded the Directors that she would like members to continue to collect pop tops this year for Ronald McDonald House.
  - c. President VanDorn briefly mentioned the upcoming Cystic Fibrosis walk which will take place on September 23 at Letchworth State Park and invited everyone to participate and to see and enjoy where her neck of the woods.
- X. Chief Executive Officers Report – Limited Discussion – John Leonardi
- a. Chief Executive Officer, John Leonardi, reminded the Directors and those present about confidentiality.
  - b. Mr. Leonardi announced that there will be Staff Development Day on Friday, June 22 – there will be a meeting first with some fun activities afterwards. BNAR will close at 12:30 that day.
  - c. NYSAR Director Elections will take place at the July 25 Board of Directors meeting. Currently there are two vacancies, and since Eric Winklhofer automatically is a NYSAR by virtue of being a local Association president, he will be able to appoint someone to fill his position. NYSAR will be sending out allocations sometime after mid July. Anyone wishing to run needs to complete the Nomination Form and send it to the Nominating Committee by July 13.
  - d. John Leonardi reminded the Directors and those present of the upcoming Broker and Industry Summit on July 12 at the Buffalo Niagara Marriott. There will be national speakers and to please contact Jordan Mackey at the BNAR to register.
  - e. Mr. Leonardi briefly spoke on his highlights from the NAR Washington meetings that included the future of Association Health Plans that members will be able to join and also regarding hefty fines imposed on advertising licensee information. In addition it was noted to be sure your email is correct on the DOS website and the importance of logging into e-Access to check your email.
  - f. Chief Executive Officer, John Leonardi, reported that Tony Cirocco and Michelle Sullivan will be invited to the July Board meeting to give an update on BNAR's financials.
  - g. Mr. Leonardi also reported that he will be on watch for the NAR paper on the DOJ and FTC and the affect of commissions on the real estate industry.
- XI. New/Other/Old Business - None
- XII. Legal – Limited Discussion – Charlie Martorana
- a. Mr. Martorana presented the revised Lead Based Paint Rider. Attachment B was adopted and approved but will be modified by legal council to include additional language: property address, agents and purchaser's acknowledgement as well as the lead warning from the federal form. Motion carried.
- XIII. Adjournment - Meeting adjourned at 6:10 pm

*Rebecca VanDorn*



**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**July 25, 2018 – 4:00 pm – Salvatore’s Italian Gardens**

**Executive Committee:** President, Rebecca VanDorn; President Elect, Eric Winklhofer; Secretary/  
Treasurer, Donna Littlefield; Immediate Past President, Dawn Brown; Presidential Advisor, Marlene DeCarlo

**Board of Directors:** Sharon Ciminelli, Kathy Crissy, Margaret Hartman, Joel HusVar, John Kopera, Paula Macaluso, Cheryl O’Donnell, Amber Wesser, Matt Whitehead

**BNAR Attorney:** Charlie Martorana

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

**Past Presidents:** Phil Aquila, Mike Johnson, Gary Kenline, Jim Knight, Mike McDonough, Alice Miranda, Christie Rothschild, miriam treger, Louis Vinci, Amy Winklhofer, Robert Winklhofer, Charlene Zoratti

**Excused:** Judy Conable, Ann Edwards, Bill Higgins, Peter Hunt, Lynne Logan, Dave Stefik

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- I. The meeting was called to order at 4:38 pm
- 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. Two items were added to the agenda: Voting Member Extension and Real Safe Agent
- V. Minutes of the Previous Meeting - No changes were made to the minutes of the previous meeting.
- VI. Operation & Financial Report
  - a. Donna Littlefield reported on the June P&L. The report was received and filed
- VII. Action Items for Directors
  - a. Appointment of Tellers – President VanDorn appointed Marlene DeCarlo, Bob Winklhofer and Charlie Martorana as tellers for the NYSAR Director elections.
  - b. NYSAR Director Elections – Dawn Brown, Nominating Committee Chair announced Donna Littlefield, Amber Wesser and Lou Vinci as the slate for NYSAR Director. Two positions are open for a three-year term. There were no nominations from the floor. On the first ballot Donna Littlefield and Lou Vinci were elected. Due to Eric Winklhofer becoming a NYSAR Director automatically due to being a local president, he will be appointing someone to take his place in 2019.
  - c. Nominating Committee – Chairperson, Dawn Brown reported that the slate for this years Director Elections is Lori Adams, Annabelle Aquilina, Suzanne Chaskes, Michele Gwizdowski, Vienna Haak, Charles Hunt, Karen Mock and Mary Jane Zak.
  - d. Voting Member Extension – A motion was made to adopt the following resolution for Change in Status to Realtor® Members.

The Board of Directors hereby accepts, as a provisional member, any current member of the Association who submits an application to become a Realtor® Member, with all of the privileges and obligations afforded to such members, as provided by Article VI of the Association By-laws, including the right to vote, provided such applicant fulfills the following requirements: (1) submits an application, no later than noon on August 3, 2018, in form and substance acceptable to the Association; and (2) provide evidence that such member is in good standing and whose financial obligations to the Association are paid in full by such date. The Association reserves the right, upon further examination of the member’s application, to require further evidence that the member is in good standing, and may exercise any other rights allowed by Article V, Section 5, including but not limited to reject such application.

There is no obligation in the By-laws for the Board of Directors to approve the slate of nominees for election to the Board of Directors. Indeed, the By-laws provide that "the nominating committee shall present to the membership ... a slate of at least one candidate for each vacancy..." I recommend that the Board vote to accept the recommendations of the nominating committee, and to set the date for the election of new directors in accordance with the By-laws.

- e. Real Safe Agent Contract - Chief Executive Officer reported that the Real Safe Agent product does not perform according to the contract; we cannot verify several components to ensure they work, as an example 911 notification and the watch commander is still not functioning. A motion was made to recommend contract cancellation. Motion carried.

#### VIII. Dates and Reports

- a. Next meeting date is Wednesday, September 26 at 4:00 pm at Russell's and approval of new applicants.

#### Committee/Task Force Reports – Limited Discussion

- a. Agents' Day – written report emailed – Keynote speakers this year are John Leonardi and Charlie Martorana
- b. Nominating Committee – Chairperson Brown announced that the deadline to submit Officer Nomination forms is August 17.
- c. CEO Review – Chairperson, Dawn Brown announced that the CEO Review Committee met and went well and all comments were positive. Thirty-nine surveys were emailed out, 19 responded.
- d. Government Affairs – Dan Locche sadly reported that the GAD Conference will be held in Philadelphia in 2020 and thanked all who participated in rallying for it to be held in Buffalo. Mr. Locche added that the Government Affairs Committee will be hosting Assemblywoman Crystal People's at the Williamsville Hyatt at 11:00 on July 26 and all were invited to attend.
- e. RPAC – Flyers were handed out, with extra copies for offices, for the first annual "Meatball Competition", a fundraiser for RPAC, to be held on Thursday, September 20 from 6-9 pm at Artisan Kitchen, 200 Amherst Street. Admission is a \$50 donation and to please contact Pam Nalbone to register.  
Margaret Hartman reported on contributions and contributors to date and reminded everyone that the minimum contribution is twenty-five (\$25.00) dollars.

#### IX. Presidents Report – Rebecca VanDorn - Limited Discussion

- a. President VanDorn reminded everyone of the BNAR/WCR Summer Social on Wednesday, August 29 from 4-6 pm on the rooftop at Templeton Landing. The view is outstanding; there will be cocktails & hors d'oeuvres as well as live music. Members are invited to attend and reminded them to please register.

#### X. Chief Executive Officers Report – Limited Discussion – John Leonardi

- a. Chief Executive Officer, John Leonardi, reported that renovations have begun at BNAR.
- b. Chief Executive Officer, John Leonardi, reminded everyone to respond to the Call to Action on the extension of the National Flood Insurance Program.
- c. Mr. Leonardi reiterated on confidentiality and to wait until officially published before posting anything coming out of the meeting, especially this meeting, until the Director candidates are notified.
- d. John Leonardi reported that the Broker and Industry Summit held on July 12 went very well with about 75 in attendance.
- e. Chief Executive Officer, John Leonardi, announced that the meeting between BNAR leadership and Rochester leadership is on August 22 in Batavia.
- f. Mr. Leonardi stated that an informal pre Board of Directors meeting took place on July 24 for those that had questions, comments or concerns prior to the meeting. John Leonardi reported that he has set a schedule for future meetings at 2:00 pm the day before each Board meeting should anyone wish to attend.

- XI. New/Other/Old Business - None
- XII. Legal – Limited Discussion – Charlie Martorana
  - a. Mr. Martorana answered any questions Directors and Past Presidents had in reference to the newly adopted and approved Attachment B Lead Based Paint and Lead-Based Paint Hazards Disclosure.
- XIII. Adjournment - Meeting adjourned at 5:37 pm

*Rebecca VanDorn*

**Buffalo Niagara Association of REALTORS, Inc.**  
**Board of Directors**  
**September 26, 2018 – 4:30 pm – Russell’s, Transit Road**

**Executive Committee:** President, Rebecca VanDorn; President Elect, Eric Winklhofer; Secretary/  
Treasurer, Donna Littlefield; Vice President, Brendan Cunningham; Immediate Past President, Dawn Brown;  
Presidential Advisor, Marlene DeCarlo

**Board of Directors:** Sharon Ciminelli, Judy Conable Kathy Crissy, Ann Edwards, Margaret Hartman, William  
Higgins, Peter Hunt, Joel HusVar, John Kopera, Lynne Logan, Paula Macaluso, Cheryl O’Donnell, Dave Stefik,  
Amber Wesser

**BNAR Attorney:** Charlie Martorana

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

**Past Presidents:** Phil Aquila, Mike Johnson, Jim Knight, Alice Miranda, Joe Rivellino, Christie Rothschild, Louis Vinci,  
Amy Winklhofer, Robert Winklhofer

**Excused:** Annette Fachko, Matt Whitehead

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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.
- 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. BNAR Investments – Tony Cirocco, our investment advisor, was present to give us an overview on BNAR investments and reminded the Directors of the Investment Policy that was approved a couple of years ago. He thanked the Directors for approving the policy and announced that BNAR did very well.
  - b. August P&L – Donna Littlefield reported on the August P&L. The report was received and filed.
- VII. Action Items for Directors
  - a. **2019 BNAR Budget** – A motion was made to approve the 2019 budget as handed out that included a \$25.00 dues increase. Motion carried.
  - b. **Appointment of Tellers** – President VanDorn appointed Marlene DeCarlo, Charlie Martorana and Bob Winklhofer as tellers for the BNAR Officer elections.
  - c. Nominating Committee – Chairperson, Dawn Brown stated that a copy of the election guidelines were sent to the voting directors.  
**2019 President** – Due to the automatic succession of the President Elect to President, the Secretary/Treasurer was asked to cast one vote and Eric Winklhofer was elected as 2019 BNAR President.  
**President Elect** – Dawn Brown announced that the slate for BNAR President Elect is Donna Littlefield. There were no nominations from the floor. There being no opposition, the Secretary/Treasurer was asked to cast one vote and Donna Littlefield was elected as 2019 BNAR President Elect.

**Secretary/Treasurer** – Dawn Brown announced that the slate for BNAR Secretary/Treasurer is Brendan Cunningham. There were no nominations from the floor. There being no opposition, the Secretary Treasurer was asked to cast one vote and Brendan Cunningham was elected as 2019 BNAR Secretary/Treasurer.

**Vice President** – Dawn Brown announce that the slate for BNAR Vice President is Amber Wesser. There were no nominations from the floor. There being no opposition, the Secretary Treasurer was asked to cast one vote and Amber Wesser was elected as 2019 BNAR Vice President

- d. **Professional Standards – Case 060518e** – A motion was made to uphold the Professional Standards Hearing Panels decision in the case of Annabelle Aquilina/Hunt vs. Justin Brock/Nickel City, no disciplinary action. Motion carried.
- e. **Professional Standards – Case 060618e** – A motion was made to uphold the Professional Standards Hearing Panels decision in the case of Michael Mroczka, Grievance-Julius Hatten vs. Cindy Mavrak, Howard Hanna Realty, a letter of warning on Article 1 and a letter of Reprimand on Article 12. Motion carried.

#### VIII. Dates and Reports

- a. Next meeting date is Tuesday, December 4, 2018 at 4:00 pm at the Country Club of Buffalo and approval of new applicants.

#### Committee/Task Force Reports – Limited Discussion

- a. Education – written report emailed
- b. Government Affairs – written report emailed
- c. Risk Reduction - written report emailed
- d. RPAC Report – Margaret Hartman gave kudos to Dan Locche and staff for the successful Meatball Competition fundraiser for RPAC. Attendees gave rave reviews. Congratulations to our winners Louis Vinci and Marie Stoklosa. We have surpassed goal at \$64,733 (goal \$62,120) with 924 contributors (goals is 1107 contributors)

#### IX. Presidents Report – Rebecca VanDorn - Limited Discussion

- a. President VanDorn reminded everyone of the upcoming Agents Day & Trade Show Masquerade on Wednesday, October 10 at the Adams Mark Hotel. Bill Higgins added that attendance is down and hoping it is because of late registrations. The Directors briefly discussed Agents' Day be held every other year. Mr. Leonardi said that he would discuss it at the next Executive Committee meeting.
- b. President VanDorn announced that the deadline for the REALTORS Honor Society is October 12 and the application forms were distributed by email to the Directors.
- c. Rebecca reported that there were 654 voting members with 257 voting and congratulated our incoming Directors Lori Adams, Annabelle Aquilina, Suzanne Chaskes and Michele Gwizdowski.
- d. Ronald McDonald House – President Rebecca Van Dorn stated that Debbie, Doreen and herself turned over four full boxes of aluminum pop tops to Ronald McDonald House and asked everybody to continue to collect.
- e. Rebecca also thanked everyone who supported her at the Cystic Fibrosis Walk at Letchworth State Park. Mr. Higgins added that Masquerade Masks would be sold at Agents' Day for \$2.00 each with proceeds going directly to Cystic Fibrosis.

#### X. Chief Executive Officers Report – Limited Discussion – John Leonardi

- a. Chief Executive Officer, John Leonardi, reported that we have gained another Director position on the NYSAR Board of Directors. Since Amber Wesser submitted her nomination form for NYSAR Director in July and was on the slate but did not win, Eric Winklhofer intends to appoint her as a NYSAR Director to fulfill that position.
- b. Building Renovations – Mr. Leonardi announced that the building renovations are taking a little longer than expected.

- c. NYSAR Meetings– Chief Executive Officer, John Leonardi, announced that the itinerary for the upcoming meetings in Turning Stone will be sent out by email.
  - d. August New Members were approved by email.
  - e. John Leonardi reminded everyone of upcoming dates: NAR Conference in Boston October 31 through November 5 in Boston; Committee Thank You event on November 28 at Giancarlos and the BNAR/REIS Brunch December 2 at the Mansion on Delaware
- XI. New/Other/Old Business - None
- XII. Legal – Limited Discussion – Charlie Martorana
- a. Mr. Martorana reported that a Task Force has been formed in the City of Buffalo in reference to replacing lead service lines and he will give us updates.
- XIII. Adjournment - Meeting adjourned at 5:50 pm

*Rebecca VanDorn*