



Board Responsibilities

Serving on the Board of Directors is a rewarding and important responsibility. Simply put, a board of directors is a group of people legally charged with the responsibility to govern a corporation and the unique aspects associated with governing a not-for-profit organization.

VISION

GAAR inspires and elevates professionalism and the success of those we serve by focusing on Advocacy, Community, Collaboration and Education.

PURPOSE

To inspire and elevate professionalism and the success of those we serve.

THE MAJOR DUTIES OF THE BOARD OF DIRECTORS

(Adapted from [Ten Responsibilities of Nonprofit Boards](http://www.BoardSource.org), www.BoardSource.org)

1. Determine and advance the Association's vision, mission and purpose.
2. Select the chief paid executive (not staff).
3. Support the chief executive officer and assess performance periodically – usually measured against the strategic plan.
4. Ensure effective organizational planning.
5. Ensure adequate resources (funds, time, volunteers, staff, technology, etc.)
6. Manage resource and financial oversight.
7. Determine, monitor and enhance programs and services.
8. Promote the Association's image.
9. Ensure legal and ethical integrity and maintain accountability.
10. Recruit and orient new board members and assess board performance.

The Principal Fiduciary Duties of Boards of Directors

Duty of Care requires leaders to use reasonable care and good judgment in making their decisions on behalf of the interests of the Association.

Duty of Loyalty requires leaders to be faithful to the Association, avoiding conflicts of interest.

Duty of Obedience requires leaders to comply with governing documents (*i.e. bylaws, articles of incorporation, policies, etc.*)

“The board governs...the staff manages.”

Leadership: Volunteer leaders are responsible for the direction of the Association. The board governs, develops policy and sets a course for the future. It maintains focus on the mission and strategic goal and four major functions:

(1) Governance, (2) Policy & Position Development, (3) Visionary – Future Focus, (4) Fiduciary

Management: Paid staff and contractors are responsible for the administration of the Association. Staff act as partners to the board, advancing the goals and strategies while taking care of the daily administrative needs unique to nonprofit organizations.

Unique Terminology

Not-for-Profit refers to the legal corporate status of the organization. (It does not imply an exemption from paying or collecting *state sales tax*.) **Nonprofit** is the casual reference to Not-for-Profit.

Exempt Organization is a reference to the IRS designation exempting the organization from paying most federal income tax (with exception of **UBIT – Unrelated Business Income Tax**.)

IRS 501(c)(3) designation most often refers to organizations with a religious, charitable, scientific or educational purpose.

IRS 501(c)(6) designation refers to trade associations, business leagues and professional societies.

Core Values: Strategic Goals

1. **Advocacy:** We will: Advocate for our profession and communities by championing property rights, attainable and fair housing solutions, and home ownership.
2. **Community:** We will: Deliver community and member involvement opportunities that bolster inclusion, volunteerism, and the REALTOR® brand.

3. Collaboration: We will: Foster business relationships and offer technologies that increase connections, inclusion, and productivity.

4. Education: We will: Provide a variety of engaging education and content to uphold ethical and professional standards, increase knowledge, enhance entrepreneurship and industry excellence.

Committees

Committees *recommend* →Board *approves* →Staff and volunteers *implement*.

Standing Committees – are constituted to perform a continuing function and remain in existence permanently. Standing committees are created by the Bylaws.

GAAR Grievance Committee Purpose: To determine if complaints are potential violations of the Code of Ethics or determine if matters are arbitrable.

GAAR Professional Standards Committee Purpose: To hear ethics complaints and arbitration.

GAAR Executive Committee Purpose: To conduct business between meetings of Board of Directors.

GAAR Nominating Committee Purpose: To present a slate of Officer and Director nominees for election.

REALTOR® Fund Committee Purpose: To coordinate fundraising efforts for the REALTOR® endowment fund and to make recommendations for funding to support the mission and purpose of The REALTOR® Fund.

Ad Hoc Committees – formed for specific or immediate needs and disbanded upon completion of work (a.k.a. Task Force). The President of the Board may appoint task forces and advisory groups as needed without confirmation by the Board of Directors.

GAAR Golf Committee Purpose: To coordinate operations and sponsorships for the GAAR Annual Charity Golf Tournament to raise funds for the REALTOR® Fund.

LEAP (Leadership, Education, and Action Programs) Purpose: To investigate, recommend, and provide resources for developing innovative programs that grow leadership in the Association and support member development.

Real Estate Community Political Action Committee (RECPAC) Purpose: To participate in public policy development by governmental and regulatory bodies to preserve and protect private property rights and the business environment in which REALTORS® work and to increase awareness of RPAC and to raise funds to meet national goals.

Run for the ZOO Committee: Purpose: To coordinate operations and volunteers to the support the Run for the Zoo event.

GAAR Networking & Specific Membership Committees

Advancing, Belonging, Community & Diversity (ABCD) Committee: Purpose: To provide guidance and support to diversity initiatives that will create cultural shifts and increase the sense of belonging among members at GAAR and the community at large. Identify and help reduce the barriers to home ownership for all.

Affiliate Committee Purpose: To provide a forum which enables affiliate members to network and exchange ideas and information, provide industry information to REALTOR® members, and create opportunities for developing business partnerships.

Appraisal Committee Purpose: To provide a forum for appraiser members to interact with other appraiser members of GAAR and share common ideas and goals with each other.

GAAR Ambassador Program (G.A.P) Purpose: The purpose of the G.A.P Program is to support the association by helping brokers become aware and embrace the tools they need to help them be successful. The success of our members creates a positive experience for the community agents live in and the consumers they serve.

Young Professionals Network (YPN) Purpose: YPN gives young REALTORS® and Affiliates an opportunity to get involved in their profession, association, and build their leadership skills.