



BOARD OF DIRECTORS NOMINATION/APPLICATION FORM

NOMINEE/APPLICANT INFORMATION

Nominee/Applicant Name: _____

Phone: _____ Email: _____

REALTOR® Member Since: _____

Real Estate Firm: _____

Firm Address: _____

(Note: If you are nominating an agent, please send the nominee this application to fill out.)

EXPERIENCE AND QUALIFICATIONS

Describe your understanding of bylaws and/or policies and procedures within organizations.

Describe any committee and/or leadership experience you have.

Describe why you are interested in serving on the Board of Directors.

(For example: strengths, weaknesses, membership involvement, event ideas, leadership development, etc.)

For Office Use Only

Date Received: _____

Nominating Committee Rec:

BOARD OF DIRECTORS EXPECTATIONS

Directors are expected to:

- Represent the interests of the entire membership
- Bring individual experience, knowledge, and leadership to Board discussions
- Participate respectfully in discussions and consider differing viewpoints
- Maintain confidentiality regarding Board discussions and decisions
- Attend meetings, events, and serve on committees and/or task forces as assigned
- Dedicate sufficient time to be fully engaged in Board meetings
- Fulfill fiduciary responsibilities in the best interest of the Board by following all NAR, ARA, and GCBOR Bylaws, Policies and Procedures, governing documents, and by understanding antitrust laws
- Uphold the REALTOR® Code of Ethics and professional standards
- Support the Board's Mission and Strategic Plan

Please visit <https://www.greatercentralboardofrealtors.com/governing-docs> for all documents above.

ATTENDANCE

The Board of Directors meets monthly in-person. The President may also call special or emergency meetings, and Directors are expected to attend in-person or virtually.

Attendance is expected at the Director's Orientation each year, beginning in the year of installation.

Directors may have two (2) unexcused absences during a one-year period. Please refer to Article XII under Meetings of Directors in our Bylaws for the current Attendance Policy.

APPLICANT ACKNOWLEDGEMENT

- ☐ I have read and understand the expectations of serving on the Board of Directors.
- ☐ I agree to uphold the Board's Bylaws, Policies and Procedures, governing documents, and confidentiality agreement.
- ☐ I understand and will comply with the Board Attendance Policy.

Applicant Signature _____ Date _____



TREASURER NOMINATION/APPLICATION FORM

NOMINEE/APPLICANT INFORMATION

Nominee/Applicant Name: _____

Phone: _____ Email: _____

Real Estate Firm: _____

Firm Address: _____

(Note: If you are nominating a Director, please send the nominee this application to fill out.)

ELIGIBILITY

Applicants must have served as a Director within the last three (3) years of the date of application

What year(s) have you served as a Director? _____

☐ I wish to be considered for a Director position if I am not selected as Treasurer.

☐ I do not wish to be considered for a Director position if I am not selected as Treasurer.

TREASURER RESPONSIBILITIES

The Treasurer serves as the financial officer of the Board and is expected to:

- Serve as a member of the Executive Committee and Board of Directors
- Work with the Executive Committee to create the proposed annual budget
- Present the proposed annual budget to the Board of Directors
- Review monthly financial reports with the Association Executive
- Present financial statements to the Board of Directors and at General Membership Meetings
- Present the Review of financial condition or Audit each year to the Board of Directors

TREASURER EXPECTATIONS

For Office Use Only

Date Received: _____

Nominating Committee Rec: _____

The Treasurer is expected to:

- Demonstrate sound financial judgment
- Maintain confidentiality regarding financial matters
- Support responsible stewardship of Board assets
- Work collaboratively with the Association Executive and Executive Committee
- Uphold the Board's Bylaws, Policies & Procedures, and governing documents
- Fulfill fiduciary responsibilities while acting in the best interest of the Board

ATTENDANCE

The Board of Directors meets monthly in-person. The President may also call special or emergency meetings, and Directors are expected to attend in-person or virtually.

Attendance is expected at the Director's Orientation each year, beginning in the year of installation.

Directors may have two (2) unexcused absences during a one-year period. Please refer to Article XII under Meetings of Directors in our Bylaws for the current Attendance Policy.

SUCCESSION COMMITMENT

By accepting the office of Treasurer, you acknowledge your commitment to the Board's leadership succession plan. The Treasurer position is intended to be the first step in the elected leadership progression. If elected by the membership, you are expected to continue serving as Secretary, President-Elect, President, and Immediate Past President of the Greater Central Board of REALTORS®. This commitment helps ensure leadership continuity and supports the long-term success of the Board.

APPLICANT ACKNOWLEDGEMENT

- ☐ I have read and understand the responsibilities of serving as Treasurer.
- ☐ I have read and understand the expectations of serving as Treasurer.
- ☐ I understand and will comply with the Attendance Policy.
- ☐ I have read and understand the leadership succession commitment.

Applicant Signature _____ Date _____



CARMLS BOARD OF DIRECTORS NOMINATION/APPLICATION FORM

NOMINEE/APPLICANT INFORMATION

Nominee/Applicant Name: _____

Real Estate Firm: _____

REALTOR® Member Since: _____

Firm Address: _____

Phone: _____ Email: _____

(Note: If you are nominating an agent, please send the nominee this application to fill out.)

EXPERIENCE AND QUALIFICATIONS

Describe your understanding of bylaws and/or policies and procedures within organizations.

Describe any committee and/or leadership experience you have.

Describe why you are interested in serving on the CARMLS Board of Directors.

(For example: strengths, weaknesses, membership involvement, leadership development, etc.)

For Office Use Only

Date Received: _____

Nominating Committee Rec:

CARMLS DIRECTOR EXPECTATIONS

CARMLS Directors are expected to:

- Represent the interests of GCBOR and its membership
- Maintain confidentiality regarding CARMLS Board business
- Attend all scheduled meetings
- Become familiar with CARMLS Bylaws and Rules and Regulations
- Communicate important MLS information back to the GCBOR Board of Directors
- Support collaboration between GCBOR and CARMLS

ATTENDANCE

CARMLS Directors will meet every other month. CARMLS Rules and Regulations state that more than two (2) unexcused absences from regular meetings in a calendar year will be construed as a resignation.

APPLICANT ACKNOWLEDGEMENT

☐ I have read and understand the expectations of serving as a CARMLS Director.

☐ I understand and will comply with the CARMLS Board Attendance Policy.

Applicant Signature _____ Date _____