

**West Hawaii Association of REALTORS®**  
**Board of Directors Meeting – Minutes**  
**December 19, 2018**

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Call to order (time): 10:08am

Present: Lance Owens, Romy Jacobson, Julie Wettstein, Andee Bemrose, Karen Ostlie, Mike Despard, Cindy Barnett, Ramona Cannon, Mike Drutar, Lisa Folden, Karin Shaw

Absent/Excused: Todd Barrett, Karen Ostlie, Leiola Augustine

Pledge of Allegiance- Led by Ramona Cannon

Approval of November 28, 2018 Minutes- Unanimous approval

1. Officer Reports

- 1.1. Association Executive (Karin Shaw) - written report, interviewing 4 candidates for office position being vacated by Diane Marshall
- 1.2. President (Lance Owens)- written report
- 1.3. Past President (Mike Drutar)- no report
- 1.4. President Elect (Mike Despard)- no report
- 1.5. Vice President (Karen Ostlie)- no report
- 1.6. Treasurer (Cindy Barnett)- 2018 Budget Review provided in today's BOD packet.

2. Direct Committee Reports

- 2.1. Government Affairs (Mike Drutar)- written report.
- 2.2. Programs (Andee)- written report, confirming dates for 2019 GMM & AMM
- 2.3. Education- written report
- 2.4. YPN (-) - Written report, request for BOD sponsorship money for HARLA tuition got moved to future business.
- 2.5. Technology (Cindy)-no report, Cindy provided names to Mike Despard for possible committee members
- 2.6. Membership (Ramona)- Sponsor & Affiliate Mahalo Party date will be May 3, 2019 at the Elks. Cinco de Mayo theme.
- 2.7. MLS (Mike Despard)- no report.
- 2.8. Caravan (Karen)- written minutes.
- 2.9. Fundraising (Mike Drutar)- written report. Lisa Folden will be 2019 Chairperson
- 2.10. Public Relations (Romy)- Full page ad running in WHT - Mahalo to our Sponsors
- 2.11. Strategic Plan- Lance reiterated that this is a living document and will continue to get attention in the new year.

3. Old Business:

3.1. Policy and Procedure Manual- Mike Despard moved to approve the current draft and Cindy Barnett seconded the motion. The new Policy & Procedure Manual will be ready for use on January 1, 2019.

4. New Business:

- 4.1. Approve New Members- 1 new Member, Chris Lieto with Hawaii Life, unanimous approval
- 4.2. Scholarship Policy and Procedures- draft provided
- 4.3. Savannah Scott's resignation - Her Director position does not need to be filled for 2019. There will be a 12 member board for 2019.

Next Meeting Date: January 30, 2019- 10am-12noon, WHAR Conference Room

Adjournment: 11:04am