

LEADERSHIP GUIDE TO NAR GOVERNANCE CHANGES

updated 2/8/22

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BOARD OF DIRECTORS

[REALTOR® Association President Town Hall](#)

Effective immediately, a virtual REALTOR® Association President Town Hall will be held within 30 days prior to every Board of Directors meeting. The goal of this meeting will be to inform presidents of NAR business and receive feedback on any motions that the Board of Directors will be considering at their upcoming meeting. Attendees will include state and local association presidents, as well as presidents of NAR's Institutes, Societies, & Councils. Association Executives will be invited to join this meeting as observers.

What this means for you:

- The first virtual Town Hall will be held in April 2022, prior to the REALTORS® Legislative Meetings. NAR will handle the planning and logistics for the meeting. We will communicate all the details to you and your Presidents in advance via the Hub, and ask that you remind and encourage your President to attend!

[NAR Board of Directors Composition, Allocations, and Appointments](#)

Effective in 2022 for the 2023 Board of Directors, state and local associations are now **required to submit the names of their appointed NAR Directors to NAR by September 15th in the year prior to their service.** *Failure to timely submit the Directors to the National Association constitutes forfeiture of those allocated appointments.*

All candidates for Director positions must complete the NAR Director application and self-certify that they have met the NAR qualifications for serving as a Director and are aware of and willing to perform to the NAR-established performance expectations for Directors. The applications can be submitted to NAR concurrently with the names of the state's appointments.

NAR will establish the qualifications for all NAR Directors and no state or local association may require additional (or less) qualifications.

Director allocations are determined using a formula based on the NAR membership count as of July 31st. The new formula allows state and local association allocations to be determined independent of each other. In addition to the allocations based on membership count, each state association will appoint one Director from a small association and one from a medium association.

What this means for you:

1. The changes to the NAR Board of Directors (composition, appointment timeline, and performance expectations and qualifications) will be in effect for the 2023 Board. **This means state and local association appointments for 2023 Directors are due to NAR by September 15, 2022. This date is firm and codified in the NAR Constitution and specifies that failure to meet the deadline results in forfeiture of those Director positions. Staff has no ability to make exceptions.**
2. The number of Directors appointed from each state and local association will be determined based on the NAR membership numbers as of July 31, 2022. *That means it is ideal for associations to determine their appointments between August 1st and September 14th each year.*
3. State associations will now appoint one NAR Director from a small (499 members or less) - and one NAR Director from a mid-size board (500-1999 members) in your state. See Article IV, Section 1, subsection R of the Constitution regarding appointments for small and medium associations.
4. There are no NAR policies dictating how you determine who those Directors will be (other than requiring that they meet the same NAR-established qualifications required for all Directors). NAR recommends that the selection process be fair and transparent.
5. NAR will provide the application for all Director candidates to complete in which they will self-certify that they meet the required qualifications. Any Director found to have falsified their qualifications will be removed. State and local associations will use this NAR Director Application in their selection process. In the meantime, be sure to know and share

the new performance expectations, and qualification requirements which are available [here](#).

[NAR Board of Directors Performance Expectations & Qualifications](#)

The 2023 Board of Directors will be expected to meet new performance expectations and qualifications, which can be found [here](#).

What this means for you:

- AEs can and should help their Director candidates understand the new NAR Director qualifications and ensure that they are satisfied prior to the selection process and appointment.
- Directors will be asked to complete the written NAR Director Application, self-certifying that they meet all the criteria, before the September 15 deadline. NAR will make the NAR application available in advance of the announcement of the allotment for each state and local association after determination is made using the July 31st membership numbers.

[Additional information for state and local Director appointments:](#)

- NAR will continue to hold mandatory trainings and orientations for Directors. The training is required for all Directors, and the responsibility is theirs to complete it. NAR greatly appreciates any support provided by state and local associations communicating the orientation information to Directors. AEs are permitted to attend, but are not required.
- AEs will receive copies of communications between NAR and Directors via the AE Hub groups so they are aware of what information their Directors are receiving.

EXECUTIVE COMMITTEE

[Executive Committee Meeting Frequency, Composition, and Authority](#)

Beginning in 2024, the Executive Committee will meet four times per year (January, May, July, and November) with due notice given to the Board of Directors. Meetings may be in person or when appropriate, virtual.

The composition changes for the new Executive Committee will go into effect in 2024, and are viewable [here](#).

Beginning in 2024, the Executive Committee's authority will include:

- approving and monitoring the strategic plan of the National Association;
- approving committee structure changes;
- approving committee recommendations and policy positions except:
 - a. those that require approval by the Board of Directors or the Delegate Body such as electing officers, approving amendments to the Bylaws and to the Code of Ethics, approving the National Association budget, dues and assessments;
 - b. those that the Leadership Team or Executive Committee may refer to the Board for vetting and approval;
 - c. those that have been referred to the Board of Directors by a petition signed by at least twenty percent of the Directors.

What this means for you:

- Nothing changes for you here!

Executive Committee Reimbursement

Beginning in May 2024, NAR will reimburse members of the Executive Committee for their travel expenses related to attending Executive Committee meetings consistent with NAR's member travel policy. This change aligns the fiduciary responsibilities of the Executive Committee members with NAR, as opposed to any other representative association. State and Local Associations are not expected to provide additional compensation or reimbursement to NAR Directors.

What this means for you:

- No action is required on your part!

Executive Committee Performance Expectations & Qualifications

The 2024 Executive Committee will be expected to meet new NAR performance expectations and the required qualifications, which can be found [here](#).

What this means for you:

- Executive Committee members will be asked to complete a written NAR Executive Committee member application, self-certifying that they meet all the NAR qualifications, and NAR will vet the remaining qualifications. This should not require any additional involvement on the part of the state or local association.

REGIONAL VICE PRESIDENTS

Role of the Regional Vice President (RVP)

Beginning with the 2024 class of RVPs, the role of the Regional Vice President will change to expressly require the RVP to focus on the issues and specific duties that support NAR initiatives and effective decision making at the national level, as directed by NAR.

What this means for you:

- For Regional Caucus meetings, NAR will provide a requested agenda containing the business issues that require member feedback and perspectives to make informed decisions at the Board of Directors meeting. This agenda will be the main focus of the caucuses. RVPs and AEs may add additional topics as needed or as time allows. If state reports are added, they should be focused solely on issues that impact NAR initiatives, not just basic updates.

RVP Elections

Beginning with the 2024 class of RVPs, NAR will facilitate an electronic vote of all NAR Directors in a Region to elect their Region's Regional Vice President candidate. RVP applicants must obtain an endorsement from their home state association, and state associations may endorse more than one qualified member. Each Region is permitted, but not required, to have its own process for interviewing or recommending RVP candidates to the NAR Directors from their Region.

What this means for you:

- State associations and regions may *not* establish other criteria or qualifications for RVP eligibility that is different than the criteria and qualifications set forth by NAR.
- Candidates will apply directly to NAR, and the NAR Credentials and Campaign Rules Committee (CCRC) will vet all Potential Candidates to determine their eligibility. NAR will host Regional electronic elections and the winning candidates will be presented to the NAR Board of Directors for election to the position of RVP.
- AEs will be informed of members of their association who file an application for RVP, and will be copied on communications from NAR to the Potential Candidates about the RVP application and process.
- More details on the process will be communicated in the coming months.

RVP Performance Expectations & Qualifications

The 2024 RVPs will be expected to meet new NAR performance expectations and qualifications, which can be found [here](#).

What this means for you:

- NAR will create and provide the application for NAR elected office.
- NAR will vet the additional qualifications needed for the position. This should not require any additional involvement on the part of the state or local association, aside from relaying relevant communications and reminders to RVP candidates to ensure they meet all requirements.

Additional information for Regions:

- NAR does provide staff support for the business purposes of the RVPs and travel reimbursement for NAR required travel, but does not provide financial or staff support to Region initiatives, including regional meetings/conferences. It is up to each individual Region to determine how such matters will be handled.

COMMITTEE LIAISONS

The 2023 Committee Liaisons will be expected to meet new NAR performance expectations and qualifications, which can be found [here](#).

What this means for you:

- Committee Liaisons are appointed by NAR Leadership, so there is no action required for you here. NAR will provide the necessary NAR Liaisons Application and documentation to Liaisons to ensure that they meet the requirements.

COMMITTEE CHAIRS AND VICE CHAIRS

The 2023 Committee Chairs and Vice Chairs will be expected to self-certify and meet new performance expectations and qualifications, which can be found [here](#).

What this means for you:

- NAR will open the committee selection/application process on March 1. State Associations will have from May 16-27 to review and rank committee applications for members within their state.

- The full timeline for the 2023 Committee Selection process is available [here](#) and is posted below.

TIMELINE

February 18, 2022

- Instruction documents about the application and selection process are available on nar.realtor/committees.

March 1 – May 13, 2022

- Committee Application Website opens on March 1.
- Members complete/update their Expertise Profiles.
- Members submit a committee application for up to five (5) committees, and seek up to three (3) endorsements per application.
- Members submit endorsements for applicants.

May 1 – May 6, 2022

- REALTORS® Legislative Meetings & Trade Expo — National Harbor, MD

May 13, 2022

- **DEADLINE:** Committee Application Website closes.

May 16 – May 27, 2022

- State AEs recommend members for their state representative positions on committees.
- Institute, Societies, and Councils (ISC) EVPs recommend members for their ISC representative positions on committees.
- State Associations review and rank committee applications for members within their state.

May 27, 2022

- **DEADLINE:** State Associations review and ranking period closes for committee applications.

June 27, 2022

- Committee appointment notifications for chairs and vice chairs are emailed.

July 31, 2022

- NAR Director allocations are determined using membership numbers.

August 1, 2022 (TENTATIVE)

- Director submissions website opens.

August 8-9, 2022

- Leadership Summit in Chicago, IL for Association Executives and President-Elects

August 10, 2022

- Committee Leadership Camp training in Chicago, IL for selected 2023 Chairs and Vice Chairs.

September 5 – September 9, 2022

- State Associations Executives and ISCs EVPs review the preliminary committee rosters with appointments for all members within their organization.

September 9, 2022

- **DEADLINE:** State associations and ISCs feedback due.

September 15, 2022

- **DEADLINE:** State associations and local boards submit Director(s) names for Director entitlement allocations. Failure to submit names on this date results in the association's forfeiture of the allocated Director seat. Director applications are also due on this date.

September 30, 2022

- Committee appointment notifications are emailed to committee members. NAR committee rosters are posted on nar.realtor/committees.

November 11 – 14, 2022

- REALTORS® Conference & Expo — Orlando, FL

QUESTIONS?

Email us at nargovernance@nar.realtor.