WR COMMITTEE

BOARD OF DIRECTORS

NAR DIRECTORS

EXECUTIVE OFFICERS

OPERATIONS CORE COMMITTEE

MEMBERSHIP CORE COMMITTEE

PROFESSIONAL STANDARDS CORE COMMITTEE

NEW ATTENDEE/NEW DIRECTOR ORIENTATION

DIVERSITY SPECIAL COMMITTEE

CREDENTIALING

YPN

EDUCATION SPECIAL COMMITTEE

COMMUNICATIONS SPECIAL COMMITTEE

EDITORIAL TASK FORCE

SOCIAL MEDIA TASK FORCE

MEMBER BENEFITS WORK GROUP

AWARDS TASK FORCE
HOW MANY COMMITTEES CAN YOU SERVE ON?

You can apply for multiple committees, work groups and task forces but please keep in mind that you can only serve on one Core Committee at a time (CORE COMMITTEES IN ORANGE ON THE CHART). You will be given the chance to pick your top three choices for Core Committees and you can pick as many task forces, work groups or special committees you want. NOTE: You do not have to be on a Core Committee to serve on a task force, work group or special committee.

WE WILL TRY TO ACCOMMODATE YOUR REQUESTS...

WR ensures that even if you are not placed on a specific committee, we will offer ways to utilize your expertise through the association. We often host focus groups or form presidential advisory groups on an as-need basis so please submit a committee application, even if you don’t see something listed that appeals to you. Please note, your application does not guarantee placement on a specific committee but WR tries to accommodate specific requests.
FINANCE
Staff Contact: Debbie Maxwell
debbie.maxwell@warealtor.org

The Finance Committee is looking for members who have interest in how the association is managing and spending its funds. No experience or accounting knowledge is required! Along with being briefed on the financial status and significant financial transactions throughout the year, the committee determines the next year’s membership projection and reviews the draft budget, recommending them both on to the Executive Committee. And, don’t worry, we give you all the information you need to help make those decisions!

TIME COMMITMENTS
The Finance Committee consists of at least 15 members from across the state who meet a total of five times per year... at both Spring and Fall Business Conferences and 3 times at the Olympia Washington REALTOR® Building in February, late May/early June, and July. In person attendance is strongly encouraged.

LEGISLATIVE STEERING
Staff Contact: Nathan Gorton
nathan.gorton@warealtor.org

The Legislative Steering Committee’s purpose is to coordinate and promote legislation consistent with our Policies which recognizes private property rights and the interests of the real estate industry, and to defend against legislation which is detrimental to said rights and industry interests. The committee promotes campaigns, directs lobbying efforts, and prioritizes legislation.

TIME COMMITMENTS
During the Legislative Session, the committee meets every three weeks in person and more often via conference call if needed. For the remainder of the year the committee meets about once every two months. Legislative Steering also meets during the annual Legislative Days Event and the Spring and Fall Business Conferences.

IMPORTANT DATES

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Location</th>
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<tbody>
<tr>
<td>2019 Fall Business Conference</td>
<td>Sept. 18-20</td>
<td>Kennewick</td>
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<tr>
<td>WR Leadership Conference</td>
<td>October 16-18</td>
<td>Tukwila</td>
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<td>2019 NAR Annual Convention</td>
<td>November 6-11</td>
<td>San Francisco, CA</td>
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<td>2020 Legislative Day (Hill Day)</td>
<td>January 22-23</td>
<td>Olympia</td>
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<tr>
<td>2020 Spring Business Conference</td>
<td>April 22-24</td>
<td>Skamania</td>
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<tr>
<td>2020 NAR Legislative Meetings + REALTORS® Trade Expo</td>
<td>May 11-16</td>
<td>Washington, D.C.</td>
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<td>New Orleans, LA</td>
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A FULL MASTER CALENDAR WILL BE POSTED TO THE WR WEBSITE AT WAREALTOR.ORG/EVENTS
MEMBERSHIP
Staff Contact: Liz Dickinson  
liz.dickinson@warealtor.org

The Membership Core Committee is the umbrella committee which oversees education, communications, awards and member benefits. This Core Committee brings recommendations and motions to the Executive Board for action. There are several special committees and task forces within this committee you might be interested in as your entry into leadership. The Membership Core Committee engages members of Washington REALTORS® to better inform them of our values and offered services. We increase membership awareness and value through communications and campaigns that are responsive to future members experience and perspective with a focus on core standards. This committee thrives from members that are passionate about Washington REALTORS® and its benefits as well as bettering communities through our valued resources and diversity.

TIME COMMITMENTS
The Membership Core Committee meets three times a year in person at Legislative Day (Hill Day) and the Fall and Spring Business Conferences. Other meetings are scheduled via zoom on an as needed basis.

OPERATIONS
Staff Contact: Laura Murray  
laura.murray@warealtor.org

Committee members with a desire to assist with the change process at WR will do well on this committee! Experience is not a prerequisite for this committee, but a time commitment to attend the three per-year meetings in person (SBC, FBC and Hill Day) is important. Operations forms work groups and task forces to address current issues, policy and by-laws changes and governance matters which are then sent as recommendations to the Executive Committee and, if passed by the Executive Committee, on to the WR Board of Directors for a vote.

TIME COMMITMENTS
Operations Core Committee meets three times per year at SBC, FBC and Legislative Day (Hill Day). Work groups formed to prepare recommendations for process change within WR are typically held by telephone or Zoom. The subcommittees, task forces and work groups under Operations generally do not require travel and are held via teleconference.

PROFESSIONAL STANDARDS
Staff Contact: Laura Murray  
laura.murray@warealtor.org

All committee members should have a background in Professional Standards at the local level first. This would include sitting on Grievance Committees, Hearing Panels, and/or ratification of Findings of Fact in cases. (Ratification is done at the local level by Board of Directors.) This committee guides our membership toward timely Professional Standards, Mediation and Ombudsman training. Our work groups might include deciding if a newly-passed or changed Professional Standards issue at the National level will be moved for vote at the State level for implementation.

TIME COMMITMENTS
Professional Standards meets twice per year at Spring and Fall Conference (no meeting at the Legislative Days Event.) If a member on Professional Standards wishes to engage in the hearing process at the State level, they would be reimbursed travel expenses for traveling to the various local associations for hearings.

RPAC TRUSTEES
Staff Contact: Amy Davis  
amy.davis@warealtor.org

The purpose of the REALTOR® Political Action Committee is to coordinate and fundraise PAC funds. The REALTOR® PAC Trustees also coordinate candidate endorsements and interviews. Those on this committee are involved in PAC activities of the local, state, and national levels, while encouraging all REALTORS® to become active in political issues.

TIME COMMITMENTS
The REALTOR® PAC Trustees meet during the annual Legislative Day, the Spring and Fall Business Conferences and have meetings and/or conference calls about once monthly. The time commitment for Trustees is about one hour a week but may be more during RPAC campaigns, event planning, etc.
AWARDS TASK FORCE

Staff Contact: Cara McNeil
cara.mcneil@warealtor.org

The Washington REALTOR® Awards are a wonderful opportunity to celebrate our peers for the amazing work they do on behalf of the industry, consumers and communities. This Task Force is a subset of the Membership Core Committee and is responsible for the review and selection of winners from a pool of awards nominations. This task force is also responsible for helping plan the awards ceremony (which takes place at the Spring Business Conference) and making updates/edits to the awards nomination and selection process each year.

TIME COMMITMENTS
This task force meets via Zoom video conference calls 3-5 times per year. The task force participates in a call in January to review the awards process, timeline, and to preliminarily plan the ceremony. You can expect a heavier time commitment in March. Anticipate needing to set aside approximately 5-10 hours for complete review and selection of award winners from the pool of nominations forms, including two mandatory conference calls in March for judging. After that, the group has a Zoom meeting once more in the Summer/Fall to discuss improvements for the following year’s process and to report back to the Membership Committee.

COMMUNICATIONS SPECIAL COMMITTEE

Staff Contact: Steve Klaniecki
steve.klaniecki@warealtor.org

This committee helps develop the communication plan and content direction of the Association. Volunteers get a behind-the-scene look at member research and demographics and suggest topics for distribution to all members and data-driven targeted groups. This is a virtual committee which meets via video conferencing six to twelve times per year. The ideal applicant includes REALTORS® of all ages and backgrounds. We are looking for committee members who represent a wide range of viewpoints and media preferences. Past experience in broadcasting, video production, writing, publications, social media, podcasting and website creation are valued but not necessary.

TIME COMMITMENTS
Approximately one hour preparation and one hour face time per meeting. Expect a 20 hour commitment per year. This committee is a 1-year appointment and meets year round.

CREDENTIALING SPECIAL COMMITTEE

Staff Contact: Laura Murray
laura.murray@warealtor.org

We’re looking for detail oriented people for this important special committee. This group oversees the voting process at each WR Board of Directors meeting including leadership elections and issues voting at the Spring and Fall Business Conferences. This is an excellent opportunity to be a part of the process that shapes your association!

TIME COMMITMENTS
Attendance is required at all Board of Directors meetings. Plan to attend the Spring and Fall Business Conferences.

DIVERSITY SPECIAL COMMITTEE

Staff Contact: Liz Dickinson
liz.dickinson@warealtor.org

The Diversity Committee is committed to promoting diversity through the real estate industry, fair housing and Washington REALTORS®. We educate and enable our members to serve all people seeking to sell or buy a home in our emerging markets. We take pride in developing strategic relations for diverse partnerships locally and internationally, through education,
events, volunteer services, scholarships and leadership opportunities. The diversity committee works closely with the membership committee to encourage outreach and diverse recruitment.

**TIME COMMITMENTS**
The diversity committee meets three times a year for Hill day, Fall and Spring Conferences. Other meetings are scheduled via Zoom video conferencing on an as needed basis.

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**EDITORIAL TASK FORCE**

*Staff Contact: Cara McNeil cara.mcneil@warealtor.org*

Washington REALTORS® staff often works with members and industry professionals for content for our member communications. The Editorial Task Force (aka Editorial Board) will be available on an as-need basis to assist staff with editorial decisions above and beyond standard content generated for RE Magazine, Get the Facts, and other communications. Additionally, this group can help generate new ideas for content and their names are listed as the Editorial Board of RE Magazine.

**TIME COMMITMENTS**
This is a group meets twice a year (once in the Spring and once in the Fall) and reports to the Membership Core Committee. Communication is done via email and social media and meetings are conducted via Zoom video conferencing. This group is great for busy people who still want to participate!

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**EDUCATION SPECIAL COMMITTEE**

*Staff Contact: Liz Dickinson liz.dickinson@warealtor.org*

The Education Core Committee supports the development of quality education by focusing on the benefit of the members, high quality products, and improving member professionalism. The committee takes pride in the overall success of the member by being involved with professional development trainings, working with local associations to better the education of the state and our offerings, being open to different learning environments/programs as well as non-CE education classes. The Education Committee embraces the member experience and enhances their professionalism, complimenting existing education trends and predicting future needs.

**TIME COMMITMENTS**
The Education Core Committee meets as needed.

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**LAND USE TASK FORCE**

*Staff Contact: Jeanette McKague jeanette.mckague@warealtor.org*

The Land Use Committee is established to assist Washington REALTORS® Government Affairs staff in the review of proposed state legislation affecting current and future land use growth issues in our communities and its impact on the real estate industry. The committee reviews and provides comments on legislation addressing issues related to: 1) the mix, affordability, and supply of housing types and economic opportunity in the rural and urban portions of the state; and 2) proposed policy and regulatory changes to the Growth Management Act (GMA) and new and existing laws implementing the growth management act (GMA). The Legislative Steering Committee sets and guides the legislative agenda during each Legislative Session and occasionally seeks input from the Land Use Committee.

**TIME COMMITMENTS**
Generally, 3-6 hours each week during Legislative Session (three to four months depending upon the length of the Session). Communication is by email and comments on legislation are shared with all committee members.

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**MEMBER BENEFITS TASK FORCE**

*Staff Contact: Liz Dickinson liz.dickinson@warealtor.org*

The Membership Benefits Work Group assesses existing member benefits to determine and ensure the benefits viability and performance. The work group also identifies benefits that Washington REALTORS® can offer that have statewide impact and benefit to the general membership. Additionally, the work groups overall goal is to deliver programs, products and
services that strengthen member businesses and the ability of local associations to serve the members and represent the industry in their jurisdiction. This work group is perfect for a member that is passionate about the benefits offered, as well as striving for increased business and membership development.

**TIME COMMITMENTS**
The Membership Benefits Work Group meets as needed.

**NEW DIRECTOR/FIRST-TIME ATTENDEE ORIENTATIONS**
*Staff Contact: Laura Murray*
laura.murray@warealtor.org

This group is our official welcoming committee for First-time Attendees and New Directors! On this task force, you and the WR Leadership help coordinate a first-time attendee orientation at all three conference events. This important group sets the tone and creates an open, inviting environment for all of our first-time conference goers and new directors...

**TIME COMMITMENTS**
This group meets at Legislative Day (Hill Day) and both the Fall and Spring Business Conferences.

**SOCIAL MEDIA TASK FORCE**
*Staff Contact: Cara McNeil*
cara.mcneil@warealtor.org

Washington REALTORS® utilizes several social media channels to communicate information to and engage with our members. The Social Media Task Force is comprised of REALTORS®, Association Staff and Affiliates and is tasked with helping generate content that will help create conversation with members or that members will find useful in their business. WR also uses these channels to communicate association and industry news so this task force is asked to brainstorm new ideas and to help WR stay on top of the latest social media trends.

**TIME COMMITMENTS**
This group meets twice a year (once in the Spring and once in the Fall) and reports to the Membership Core Committee. As projects come up, this task force may be called upon to evaluate a new product or asked for opinions on an as-need basis. Communication is done typically done via email and meetings are conducted via a Zoom video chat or conference call. This group is great for busy people who still want to participate.

**YOUNG PROFESSIONALS NETWORK (YPN) SPECIAL COMMITTEE**
*Staff Contact: Laura Murray*
laura.murray@warealtor.org

The Young Professionals Network is a vibrant, important group within WR that helps young members develop their professionalism and network with other professionals. And you don’t have to be “Y” to be in the group. All ages are welcome.

**TIME COMMITMENTS**
This group meets at Legislative Day (Hill Day) and both the Fall and Spring Business Conferences. Plan to help coordinate and attend fun YPN events at conferences! Planning is usually done via email and social media and Zoom video conferencing.
# ACCOUNTING

**Controller**  
Debbie Maxwell  
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**Accounting Supervisor**  
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# ADMINISTRATION

**Chief Executive Officer**  
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Chief Operating Officer  
Stacie Weedon  
Chief Operations Officer  
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**Executive Assistant to the CEO**  
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**Front Desk Coordinator**  
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**Communications & Publications Manager**  
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**Communications Specialist / Graphic Artist**  
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# GOVERNMENT AFFAIRS

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**Director of Public Policy**  
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**Commercial Government Affairs Director**  
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**Assistant Director for Land Use/Planning**  
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**RPAC Coordinator**  
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# INFORMATION TECHNOLOGY

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**CRM Administrator / IT Specialist**  
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# LEGAL HOTLINE

**Legal Hotline Lawyer**  
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# MEMBER SERVICES

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P: (360) 943-3100 x 116

**Director of Member Policy & Professional Standards**  
Laura Murray  
laura.murray@warealtor.org  
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# TECH HELPLINE

**Main Tech Support Line**  
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