

***Palos Verdes Peninsula Association of REALTORS®***

***Support Your Association With Your Participation...  
Volunteer to serve on a Committee in 2011!!***

It's time to join our 2011 Team! We're looking for both new and experienced individuals to serve on our committees and to help guide our Association as we implement plans for 2011 and beyond.

Serving your Association is a rewarding opportunity for you, both personally and professionally. It's a great opportunity to learn more about your local Association and your industry.

Please review the committees listed on the reverse side of this page and decide where you would like to participate.

We look forward to working together!

***Sandra Sanders***, 2011 President

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**PLEASE VOLUNTEER TODAY! CHOOSE COMMITTEES AND FAX TO 310-541-4704  
OR RETURN TO THE ASSOCIATION OFFICE ! DUE DATE: OCTOBER 30, 2010**

Name: \_\_\_\_\_

Firm: \_\_\_\_\_ Phone #: \_\_\_\_\_

Previous service with the Palos Verdes Peninsula Association or another association/board? \_\_\_\_\_

Any corporate business experience/professional training or other special background/training? \_\_\_\_\_

**My Committee/Task Force choices are as follows:**

1st Choice: \_\_\_\_\_

2nd Choice: \_\_\_\_\_

3rd Choice: \_\_\_\_\_

Check here if you would consider serving as a chairperson:

*Please see reverse side for a complete list of Committees and Task Forces Descriptions for each.*

**AFFILIATES IN ACTION COMMITTEE:** Represents and is comprised of Affiliate Members of the Association. Assists Social and Special Events, Fundraisers and Education Committees, as well as interfaces with other Association Committees on special projects.

**BUDGET & FINANCE COMMITTEE:** Develops and reviews the budget for approval and recommends policy changes to keep the Association in a strong fiscal position.

**BYLAWS COMMITTEE:** Periodically review the Association Bylaw to keep the Association policy in accordance with C.A.R./N.A.R. policy and recommended changes.

**COMMUNITY/PUBLIC RELATIONS:** Promotes the Association and its activities in the community through photos, articles, and press releases. (Time Commitment: At least every other month for articles and assistance in photography at special events & meetings.)

**EDUCATION COMMITTEE:** Promotes education of members in all aspects of real estate. Plans, schedules and organizes education classes for members.

**FUNDRAISER/SCHOLARSHIP TASK FORCE:** The Fundraisers work to raise donations to assist local charities, in helping the less fortunate, and to assist the schools as needed. Those helping with Scholarship solicit/review applications, evaluate applicants and awards scholarships to members of the graduating class of the two Peninsula high schools. Also, help raise funds for scholarships.

**GRIEVANCE COMMITTEE:** The Grievance Committee reviews complaints alleging a violation of a membership or MLS duty to determine whether or not the complaint should be forwarded to the Professional Standards Committee for a hearing. Must attend yearly training.

**INSTALLATION/SOCIAL/SPECIAL EVENTS:** Plans and organizes the yearly Luncheon and Installation of Officers & Directors at the end of the year and also will assist in any Social or Special Events planned by the Association. (Time Commitment: 1 Hour 4 to 5 times a year; plus early arrival on the day of the Installation.)

**INTERNATIONAL:** Gathering of members who are interested in International Real Estate, assist in planning for education, etc. This committee will also meet together with Region 21 Association International committees.

**LEGISLATIVE/LOCAL GOVERNMENT RELATIONS/SIGN ORDINANCE COMMITTEE:** Monitors local city and county actions, responds to Red Alerts from CAR/NAR and enlists member's help on issues affecting real estate.

**MEMBERSHIP COMMITTEE:** Conducts orientations for new members. Seeks to retain current members through member benefits and to recruit new members through membership drives.

**MLS/COMPUTER COMMITTEE:** Committee members recommend MLS policies, procedures, Rules and Regulations to the Board of Directors in accordance with C.A.R./N.A.R. guidelines. They oversee the MLS procedures and monitor/implement the MLS Rules and Regulations. They monitor the computerized MLS system and develop programs to further educate members in the field of computers. (Time Commitment: 1 Hour-Every month.)

**NOMINATING COMMITTEE:** Reviews and validates qualifications of individuals who have submitted their names and nominates a slate of candidates to serve the Association as its Officers and Directors. First meeting in March and prior to elections to select slate of candidates. Job completed by June of each year after election.

**PROFESSIONAL STANDARDS COMMITTEE:** Assists the Directors in enforcement of the Code of Ethics and Arbitration matters by serving as panel members in hearings. Must attend yearly training and should have previous experience on Grievance Committee. Majority must be broker licensees per C.A.R. Manual.

**PROGRAM PLANNING TASK FORCE:** Assists with and plans programs, speakers, and events to be presented at Association Breakfast Meetings. Coordinates the breakfast events, including signing in attendees, helping with the 50/50 event and other responsibilities.

**STRATEGIC PLANNING:** Strategic Planning develops plans & recommends services for the near future to benefit members based on developments impacting the market and the brokerage community.

**YOUNG PROFESSIONALS:** Young Professional membership to meet, network and discuss the latest technology for Real Estate. Brainstorm on how to work with the new generations interested in real estate. This committee will also meet with Region 21 Young Professionals committees.