

Pacific Southwest Association of REALTORS®

BOARD OF DIRECTORS 2025/2026 ELECTIONS

Leaders are the driving force of progress.

Be a part of PSAR's Leadership by volunteering as an Officer or Director.

PSAR's Nominating Committee is seeking Nominees for:

President-Elect

Assist the President as requested, attend the monthly Board of Directors meetings, and present verbal or written reports as necessary. Represent PSAR at more than 5 out-of-town C.A.R. and N.A.R. Business Meetings throughout the year, for two years. Attend official functions as requested by, or in the absence of the President. Commit to attending multiple monthly Association Committee and Board meetings throughout your term in 2025, 2026, and 2027, as President-Elect, President, and Immediate Past President. As eventual President, represent PSAR as its official spokesperson. *(above presents a portion of duties) **

Secretary/Treasurer

Chair the Budget and Finance Committee. Provide oversight of the Profit and Loss Statement and Balance sheet. Ensures account for all income and the nature of fees, dues, and proceeds from the sale of goods and services; maintains an assessment of funds expended and monitors the financial status of the Association at all times; is consulted concerning future expenditures before commitment of funds to ensure that the Association is capable of providing the funds within the Association guidelines; consults with the Executive Officer and directly with the Bookkeeper when needed to understand the Association's financial standing. *(above presents a portion of duties) **

Director, There are 5 Director positions available

Attend all Board of Director meetings. Be aware of relevant issues and share the information on official Association positions with constituents, be familiar with Bylaws, Rules and Regulations and Policies. The Director position is a 2-year term.

Requirements: Directors shall have been a member of a REALTOR® Association for two (2) years. Before the date of Nomination interviews, qualifications shall include being an active voting member or previous voting member in the past three years, on at least one (1) committee or subcommittee at PSAR. Or, the Candidate may submit an Equivalent Service Petition, to be reviewed and approved by the Nominating Committee *(above presents a portion of duties)**

Please complete this form fully and submit it to PSAR by the deadline

Name: _____

Company: _____

Phone: _____

Email: _____

The deadline for Submission is Friday, April 26, 2024 (5 PM)

Pacific Southwest Association of REALTORS®

East County Service Office: 1150 Broadway, El Cajon, CA 92021 – Phone: 619-579-0333

South County Service Center: 880 Canarios Court, Ste. #100, Chula Vista, CA 91910 – Phone: 619-421-7811

Central Service Center: 4340 Genesee Ave #203, San Diego, CA 92117 - Phone: 858-286-6080

The attached document must also be submitted. Email to ceo@psar.org or drop a printed copy off at one of our offices.

All Candidates will be interviewed by the Nominating Committee
Officer/Director Campaign Statements for 2025 Candidates
(You may use this form, or add an attachment)

1. Name: _____

2. Member of PSAR since: _____

3. *In the past three years, which PSAR Committees have you served as a voting member, or currently serve?*

4. *What other organizations have you served on as a voting Committee member, or Officer?*

5. *PSAR events, functions, activities, and classes attended.*

6. *Community involvement or other Leadership roles held:*

7. *Awards and/or Designations*

8. *Personal Info:*

9. *What is your vision for PSAR:*

*** Descriptions & Qualifications**

The Role of President-Elect:

The President-Elect must be a PSAR REALTOR® member in good standing who is currently serving as a REALTOR® member on the Board of Directors or who has served as a REALTOR® member on the Board of Directors for at least a full year previously. Candidates for President-Elect must complete all requirements outlined in Policy #23 prior to ascending to President. Candidates must also be committed to fulfilling the Role of the President as outlined in Policy #23. Shall be assigned leadership responsibilities to prepare for the Presidency; serve on the Finance Committee and Association Council; substitute for the President when the President is absent or unable to act; organize the annual Installation Dinner and fundraiser; appoint incoming Committee Chairs prior to the Strategic Planning Meeting in the fall of each year; meet with incoming leaders, Board of Directors and Committee Chairs in the fall prior to the presidential year to determine strategic goals and objectives for the future for ratification by directors at the January Board of Directors meeting, as stated above.

Qualifications:

Qualifications: The President-Elect must be a PSAR REALTOR® member in good standing who is currently serving as a REALTOR® member on the Board of Directors or who has served as a REALTOR® member on the Board of Directors for at least a full year previously. Candidates for President-Elect must complete all requirements outlined in policy #23 prior to ascending to President. Candidates must also be committed to fulfilling the Role of the President as outlined in Policy #23.

The Role of the President - Policy #23

The President shall preside at all Board meetings. The President is authorized to appoint all Committee Chairs (subject to the approval of the Board of Directors), is designated an ex-officio member of committees (except the Nominating Committee, Grievance Committee, and Professional Standards Committee), and is expected to perform such duties as may be assigned by the Board of Directors. The President is responsible for representing the Association at professional and community events, either personally or via a delegate. This role includes identifying challenges the Association might encounter and spearheading the development of constructive policies. The President will also work to maximize member engagement while ensuring the Association's activities align with its strategic plan. Strengthening the organization's internal framework is another key duty. Collaboration with the California Association of REALTORS® (CAR) and the National Association of REALTORS® (NAR) on shared initiatives is essential. The President must be well-versed in the operations and policies of both the State and National Associations and participate in NAR and CAR conventions and relevant meetings. When necessary the President shall convene the Executive Committee to advise the Board of Directors. The President must ensure that each year the Executive Committee shall review the performance of the Chief Executive Officer prior to the November Board meeting. The CEO's contract is renewed each calendar year.

The Role of Secretary-Treasurer

Account for all income and the nature of fees, dues, and proceeds from the sale of goods and services; maintain an assessment of funds expended and monitor the financial status of the Association at all times; is consulted concerning future expenditures prior to commitment of funds to ensure that the Association is capable of providing the funds within the Association guidelines; consults with the Executive Officer and directly with the Bookkeeper when needed in order to understand the Association's financial standing.

Qualifications: The Secretary-Treasurer must be a PSAR REALTOR® member in good standing, must have been a member of the Finance Committee for one year and must have been on the Board of Directors for one year.

The Role and Qualifications of the Board of Directors

Requirements: Directors shall have been a member of a REALTOR® Association for two (2) years. Before the date of the Nomination interviews, qualifications shall include being an active voting member or previous voting member in the past three years on at least one (1) committee or subcommittee at PSAR. Or, the Candidate may submit an Equivalent Service Petition, to be reviewed and approved by the Nominating Committee.

- Term Limits: Directors are limited to serving two consecutive terms. After completing these terms, a Director is required to take a one-year break from Board service before being eligible to run again. However, if a Director is elected to an officer role or appointed to fill a Board vacancy, they may extend their service to complete the term associated with that position or the remainder of the term for an appointment.
- Director Orientation & Diversity Training: The Executive Officer shall ensure that each director receives the current Association bylaws, a Directors/Chairperson's manual, and current policies and procedures at the Orientation and Strategic Planning meeting in November before the commencement of their term.
- Responsibilities; At the January meeting, ratify the strategic goals and objectives that were developed in the fall of each year by the President-Elect, incoming leadership team, Board of Directors and Committee Chairs. Assure their alignment with PSAR's mission, vision, and values.
- Monitor and support the Strategic Plan.
- Eliminate outdated policies and adopt new policies to improve PSAR.
- Determine the parameters for an effective organization, and provide adequate resources to fulfill its goals.
- Enhance PSAR's public image.
- Serve as a Court of Appeals for arbitration & ethics hearings. Recruit and groom new leadership
- Assess its performance.



Equivalent Service Petition

One may submit an ***Equivalent Service Petition*** if you fail to meet the Nomination criteria of currently, or previously serving as a voting member within the past three years, on a PSAR Committee or sub-committee before nomination. Please attach this form when submitting your nomination to be reviewed and approved by the Nominating Committee.

Nominee: _____

Company: _____

Address: _____

Phone: _____ Email: _____

What Realtor, Real Estate Trade Association, and/or any other National Association of REALTORS affiliated organizations, did you serve in a Leadership Role?

What Position did you hold in the above Organization? What year(s)?

How long have you been a member of the above Organization, and are you currently still a member?

Why do you believe this role should be considered?