



# Board of Directors 2023/2024 Election Petition

**President-Elect**

Assist the President as requested, attend the monthly Board of Directors meetings, 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 2023, 2024, 2025, as President-Elect, President, and Immediate Past President. Represent PSAR as its official spokesperson. *(above presents a portion of duties) \**

**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. *(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, which shall include membership on at least one (1) committee or subcommittee at PSAR prior to the date that their term of office is to commence. *(above presents a portion of duties) \**

Please provide the following information, and required signatures of **PSAR** members in good standing.

Nominee: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Deadline for Petition is Friday, May 27, 2022 (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 Genesse Ave #203, San Diego, CA 92117 – Phone: 858-286-6080

*The attached document must also be submitted. Email to [ceo@psar.org](mailto:ceo@psar.org) or drop a printed copy off at one of our offices.  
All Qualified Petitioners will be interviewed by the Nominating Committee*

# Officer/Director Campaign Statements 2023

(You may use this form, or add attachment)

1. *Name:*
2. *Member of PSAR since:*
3. *PSAR Committees served:*
  
4. *PSAR events, functions, activities, and classes attended.*
  
5. *Community Service:*
  
6. *Awards and/or Designations*
  
7. *Personal Info:*
  
8. *What is your vision for PSAR?*

**Pacific Southwest Association of REALTORS® Realtor Member Signatures Only**

	<b>Signature</b>	<b>Print Name</b>	<b>PSAR Agent #</b>	<b>Staff Verified</b>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				

Signatures will be verified of PSAR membership in good standing.  
Invalid signatures will not be counted towards your signature requirement.

## **\* 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 leadership team, 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 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 shall: represent the Association in professional and community activities, in person or through a representative; analyze problems that may be faced by the Association; initiate the adoption of positive policies; encourage membership participation to its fullest; keep the association free of policies and programs that are not part of the strategic plan; strengthen the Association's internal structure; cooperate with the California Association of REALTORS® (CAR) and the National Association of REALTORS® (NAR) in joint programs; understand the operation and policy of the State and National Associations and attend NAR and CAR conventions and appropriate 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, which shall include membership on at least one (1) committee or subcommittee at PSAR prior to the date that their term of office is to commence.

- Term Limits: Directors may serve for two (2) consecutive terms. Following two (2) consecutive elected terms, each Director must take a one (1) year leave or sabbatical from serving on the Board of Directors, following which he/she may run again for Director. Notwithstanding the foregoing, if a current Director is elected to an officer position or appointed to fill a vacancy on the Board of Directors, he/she may serve for either the term prescribed for the position or, if appointed, for the remainder of the term.
- Board Orientation: The Executive Officer shall ensure that each director receive the current Association bylaws, a Directors/Chairperson's manual, and current policies and procedures at the Orientation and Strategic Planning meeting in November prior to the year in office.
- 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 own performance.