



Committee Descriptions

1. BUDGET & FINANCE COMMITTEE* – Proposes annual budget and periodic adjustments as required. Conducts reviews of monthly and quarterly financial statements. Analyzes financial impact of proposed Association programs and projects, making recommendations regarding them to the Board of Directors. (*Members of this committee are pre-selected based on the confidential nature of this committee.)
2. COMMERCIAL / INVESTMENT COMMITTEE – Serves the membership in exchanging property and client information, developing and promoting programs and services relating to commercial and investment properties, enhancing members knowledge of such properties, practices and procedures, facilitating teaming when appropriate to accomplish specific transactions, and to encourage networking between members. We will seek to enhance member's freedom and ability to conduct their individual business successfully with integrity, professionalism and competency, and through collective action, to better serve the public and promote the preservation of real property rights the role of REALTORS in real property transactions. **1st Thursday of each month at 9:30 a.m.**
3. EDUCATION COMMITTEE – Sponsors educational programs to increase the professional competence of members, and enables them to satisfy continuing education requirements with the DRE. Plans Association educational conferences, seminars, and similar events. **2nd Thursday of each month at 10 a.m.**
4. HOUSING OPPORTUNITY / COMMUNITY OUTREACH COMMITTEE – Recommends programs to carry out Association's affirmative marketing agreement with HUD/NAR. Studies issues and makes recommendations for programs to assure equal housing opportunities exist in our area. To enlighten the Arcadia Association of REALTOR Membership, the governments, Chambers of Commerce and citizens of the communities in the San Gabriel valley as to the need for affordable housing and the opportunities for homeownership. This committee also... (See Public Relations Committee). **3rd Wednesday of each month at 9:30 a.m.**
5. EVENTS 4 CHARITY (E4C) Auxiliary – The primary purpose and objective of Events 4 Charity, an Auxiliary of the Arcadia Association of REALTORS®, is to provide REALTORS® and Affiliates a means to serve the Arcadia Association and their community through social and charitable activities. Generates revenue for charity by conducting MLS 50/50 drawing, Bingo Night, Day at the Races and other fundraising activities. All profits to be distributed to local charities. **1st Wednesday of each month at 9:30 a.m.**
6. GLOBAL REAL ESTATE COMMITTEE - The goal is to develop real estate sales and investment opportunities in the international arena, facilitated by learning different cultures and their respective business practices, and utilizing existing modes of transacting business between international and domestic clients. Education is a strong component of this committee. **1st Tuesday of each month at 11:00 a.m.**
7. GRIEVANCE COMMITTEE** - Reviews complaints by Association members and the public to determine whether a complaint warrants a formal hearing. (**Members of this committee must go through a training process to be eligible to review complaints.)
8. LOCAL GOVERNMENTAL RELATIONS COMMITTEE (LGR) – Recommends and coordinates actions relating to statewide and nationwide legislation through C.A.R. and N.A.R. Promotes private ownership of real property by encouraging favorable legislation. Through civic participation at the local level, recommends and coordinates action affecting city and county legislation, zoning and regulations. Monitors city council, school board meetings and studies environment issues.

9. MEMBERSHIP COMMITTEE – Plans and conduct New Member Orientation. Makes recommendations to the Board of Directors regarding membership rules and procedures.
10. MULTIPLE LISTING SERVICE COMMITTEE (MLS) – Responsible for recommending continued improvements of the MLS through the Board of Directors to CRMLS. Reviews computerized data, MLS rules and regulations and procedures, MLS security and recommends suggested improvements to the Board of Directors. Responsible for weekly caravan meetings. **2nd Wednesday of each month at 9:30 a.m.**
11. YOUNG PROFESSIONALS NETWORK (YPN) COMMITTEE - To provide a catalyst in which members can establish relationships, and share ideas and experiences with fellow real estate professionals of all levels in a positive, supportive and casual environment. To instill in members the importance of participation in professional organized real estate and its standards.
12. AFFILIATE COMMITTEE – The primary reason for the formation of an Affiliate Committee is to provide Affiliate members an opportunity to serve the Association membership and be recognized for their efforts. The objectives is to gather the collective talents of the Affiliates to assist other Committees, to organize and promote social and educational activities not already addressed by other Committees, and to allow Affiliate members to interact with each other in the spirit of better business relations. **2nd Wednesday of each month at 8:45 a.m. at the Arcadia Masonic Center**
13. BYLAWS TASK FORCE – Reviews and recommends bylaw amendments to assure compliance with C.A.R. and N.A.R. policy. The bylaws are the primary governing documents providing authority for Board action.
14. EVENTS TASK FORCE – Plans, coordinates and promotes the Annual Installation and Election of Officers and Directors Event, in addition to any other social event that may be requested.
15. HOUSE TASK FORCE – Implements a maintenance program to counteract normal wear and tear of the Association office building and adjoining property to assure retention of market value of this asset. Reviews Association requirements for current and future space needs and optimize use of the Association building. Research and review technological improvements impacting the office environment and, if needed, take necessary steps to accommodate these changes with the approval of the Board of Directors.
16. LEADERSHIP ACADEMY***** – To identify, correct with and train tomorrow’s leaders in order to put forth the best representative for the Arcadia Association of REALTORS®. (*****Members of this committee are past AAR Presidents)
17. NOMINATING COMMITTEE*** – The Nominating Committee shall select one candidate for each office and one candidate for each place to be filled on the Board of Directors. (***This committee shall be comprised of equal numbers of members from the Board of Directors and members at large.)
18. PAST PRESIDENT’S ADVISORY GROUP – Ad hoc group of Arcadia Association Past Presidents for an advisory and informational purpose.
19. PROFESSIONAL STANDARDS**** – Previous Grievance Committee members who are called upon to serve as hearing panelists for cases involving arbitration of commissions and alleged ethical misconduct. (****Members of this committee must go through a training process to be eligible to serve on a hearing panel.)
20. STRATEGIC PLANNING – To assure the most effective and efficient allocation of Association resources. This committee develops a strategic long range plan to be reviewed annually which focuses on results to be achieved, ties activities to objectives, highlights trade-off of alternative courses of action, and equips the Association to deal with contingencies.