

PURPOSE & COMPOSITION OF TAR COMMITTEES

Budget and Finance Committee

Purpose: To formulate recommendations concerning strategic and financial planning and the efficient utilization of the Association's resources; monitor all investments and ensure they are in compliance with TAR's investments policies; prepare annual budget and submit to the Executive Committee and Board of Directors prior to upcoming fiscal year; periodically review and update Finance Policies and Procedures Manual.

Composition: Chaired by the current Secretary/Treasurer of TAR, Vice Chair is immediate past Secretary/Treasurer of TAR plus six members who serve two- year staggered terms.

Bylaws Committee

Purpose: To review TAR Bylaws regularly for clarity, stability and practicability; draft, in proper form, revisions or amendments to the Bylaws as directed by the President, the Executive Committee or the Board of Directors.

Composition: Six members who shall serve two-year staggered terms plus a Chair and Vice Chair who serve a one-year term and an Executive Committee Liaison member.

Commercial Forms Committee

Purpose: To revise and/or develop standardized TAR forms for the statewide benefit and use of any and all TAR members engaged in commercial brokerage and/or other commercial specialties; and to promote the use of said forms within the community of TAR's commercial members. If possible, the committee will only do one revision annually of any forms developed.

Composition: Eight members who serve two-year staggered terms, plus a Chair and Vice Chair who serve a one-year term in those offices, and an Executive Committee Liaison member. In addition, the TAR President may appoint special liaisons.

Convention Committee

Purpose: To select the sites for future conventions, at least three years in advance, and recommend to the Executive Committee and Directors for approval; to plan and conduct the TAR Annual Convention and to promote attendance.

Composition: Twelve members serving two-year staggered terms plus a Chair and Vice Chair who serve a one-year term, and an Executive Committee Liaison member.

Diversity Committee

Purpose: To serve TAR's officers, directors, and staff in an advisory capacity on equal opportunity, fair housing, and cultural diversity issues, instruction, policies, and practices, to be consulted on an as-needed basis; to assist as needed in any communications or meetings with HUD officials relative to fair housing issues; and to assist in promoting a greater awareness of cultural and ethnic diversity in our state.

Composition: Six members who serve two-year staggered terms plus a Chair and Vice Chair who serve a one-year term, and an Executive Committee Liaison member.

Governmental Affairs Committee

Purpose: To establish linkages and ongoing relationships with all aspects of the political and governmental processes in Tennessee and to assure a communication network between all levels of government, candidates for public office, various officials and governmental officers and bodies, the local Associations of Realtors® in Tennessee and the Tennessee Association of Realtors®.

Composition: Eighteen members who serve two-year staggered terms plus a Chair and Vice Chair who serve a one-year term, and an Executive Committee Liaison member.

Legal Action Committee

Purpose: To review requests for funds from the Legal Action Fund and authorize expenditures in accordance with Appendix C of the TAR Bylaws.

Composition: The five immediate past TAR Presidents who hold membership in the Association, with the Chair being the member who has served the longest on the committee.

Nominating Committee

Purpose: To identify and encourage qualified and interested members to submit an application for a TAR office; to nominate and recommend, to the TAR Board of Directors, at least one individual for the office of President-elect, Secretary-Treasurer, and a Vice President for each Grand Division; to recommend, to the TAR Directors, individuals to be recommended to NAR to serve as NAR Directors representing Tennessee, and when it is Tennessee's turn to have an NAR Regional Vice President, recommend, to the TAR Directors, an individual to be recommended to NAR, for this position.

Composition: The six immediate past Divisional Vice Presidents and the three immediate past TAR Presidents who hold membership in the Association. The past President who has been on the committee the longest shall serve as Chair. In the event that one of the aforementioned shall be unable or unwilling to serve or a candidate for any of the offices being considered, he/she shall be ineligible to serve on the Nominating Committee and his/her respective position shall be filled by the next previous eligible Divisional Vice President (within the same division) or the next previous eligible past President.

Professional Standards Committee

Purpose: To serve TAR's officers, directors, and staff in an advisory capacity on professional standards issues, instruction, policies, and practices, to be consulted on an as-needed basis; and to assist in the promotion of current regional and multi-Board agreements for professional standards enforcement, ensuring that every local association in Tennessee is party to a working agreement with at least one other local association.

Composition: Six members who serve two-year staggered terms plus a Chair and Vice Chair who serve a one-year term, and an Executive Committee Liaison member.

Realtor® of the Year Committee

Purpose: To select the TAR Realtor® of the Year annually from applications received from local Associations.

Composition: The seven immediate past Realtors® of the Year who hold membership in the Association, with the Chair being the member who has served the longest on the committee.

Realtors® Political Action Committee (RPAC Trustees)

Purpose: To oversee the collection and disbursement of Political Action and Issues Mobilization Committee's funds contributed by members with specific responsibility to ensure that such funds are used wisely and in support of candidates adhering to goals and purposes advocated by the Tennessee Association of Realtors®.

Composition: Fifteen Trustees serving three-year staggered terms. Trustees are appointed by President with the Chair, Vice Chair, Secretary and Treasurer being elected by the Trustees.

Residential Forms Committee

Purpose: To revise and/or develop TAR statewide-standardized forms for the benefit and use of all TAR members and firms making sure that the utility of the forms transcends local special interests and real estate practices; and to identify avenues that would help to increase usage of TAR standard forms by the members and firms. The committee will only do one revision release per year of all forms

Composition: Up to twelve members who serve two-year staggered terms plus a Chair and Vice Chair who serve a one-year term, and an Executive Committee Liaison member. The TAR President may appoint special Liaisons.

Strategic Planning Committee

Purpose: To review and update, as necessary, the Association's Strategic Plan and to encourage implementation of it through Association programs and committees.

Composition: Eight members who shall serve two-year staggered terms plus a Chair and Vice Chair, the TAR President, President-elect and Secretary/Treasurer who shall serve a one-year term.

Tennessee Real Estate Educational Foundation, Inc. (TREEF)

Purpose: To serve as the source for the development, improvement, and quality control of education programs and services that meet the needs of the real estate industry at large - through instructor training; education program design, delivery, and/or evaluation; administration of the Graduate, Realtors® Institute (GRI) program; and planning/coordination of educational sessions at meetings and Conventions of the Tennessee Association of Realtors®.

Composition: Self-governing; composed of fifteen Trustees serving three-year staggered terms plus a Trustee of Counsel who serves a three-year term as well; officers include a President, a President-elect, a Secretary and a Treasurer who serve as TREEF's Executive Committee. A four-member TREEF Nominating Committee jointly appointed by the TREEF and TAR Presidents and chaired by one of the TREEF President's appointees nominates trustees and officers; new Officers are elected by TREEF; the TAR Directors elect new Trustees.

Association Executives' Forum

Purpose: To assist Executive Officers in effectively serving their respective Realtor® organizations, and to assist the State and National Associations in developing and achieving their goals and objectives.

Composition: All Local Association Executives and the Executive Vice President and Administrative Vice President of the State Association. Each year the TAR President appoints one of the Local Association Executives to serve as chair.

Sergeant-at-Arms

Purpose: Responsible for the orderly conduct of TAR meetings; help first-time attendees find the meetings they need to attend; assist with checking room set-up, temperature control and other special needs; monitor Executive Committee meetings, sending Committee Chair in, one at a time, to make their reports in accordance with the Executive Committee agenda.

Composition: A Sergeant-at-Arms and Assistant Sgt-at-Arms to serve one year