

Women's Council of  
**REALTORS**<sup>®</sup>  
 Indianapolis

MISSION STATEMENT:

We are a network of successful REALTORS®, advancing women as professionals and leaders in business, the industry and the communities we serve.

STANDING RULES

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## **GOVERNANCE STRUCTURE**

### **WHAT'S NEW:**

- Streamlined governance
- More relevant officer positions
- Project Teams

### **PRESIDENT**

- REALTOR® Member
- Elected as President-elect automatically moves up
- One year term

### **PRESIDENT-ELECT**

- REALTOR® Member
- Elected by membership
- One year term

### **SECRETARY**

- REALTOR® Member
- Appointed by incoming President-Elect
- Ratified at the last Governing Board prior to year taking office

### **TREASURER**

- REALTOR® or National Affiliate Member
- Elected by the membership
- One year term

### **PROGRAM DIRECTOR**

- REALTOR® Member
- Appointed by Incoming President
- Ratified at last Governing Board Meeting prior to year taking office
- One year term

### **MEMBERSHIP DIRECTOR**

- REALTOR® or National Affiliate Member
- Appointed by Incoming President
- Ratified at last Governing Board Meeting prior to year taking office

### **PROJECT TEAMS**

- Appointed by President as needed used for a defined period of time
- Disband at end of project
- Members and outside support as needed
- Ratified by Governing Board

## **GOLDEN RULE AWARD**

Special Project team may be appointed to serve by the President

Award shall be given throughout the year as recipients are approved by the Governing Board

This award was established to recognize and promote the positive ethical performance of all REALTORS®

Guidelines are:

- Given to those who follow the Golden Rule: "Do unto others as you would have them do unto you", and to those who "go the extra mile."
- Open to all Members of MIBOR (not exclusive to Women Council members or REALTORS®).
- Recommendations must be in writing to President, to include specific incidents showing outstanding ethical conduct.
- Governing Board must approve all recipients.
- Award is a three-sided 'golden ruler' ordered by the President for presentation as appropriate.

## **ENTREPRENEUR OF THE YEAR AWARD**

Special Project Team appointed by the President  
Project Team to include the President, plus three REALTOR® members  
one to be the most immediate past president able to serve.

Eligible Nominees:

- Must be a Women's Council member in good standing for at least one year
- Shall have been a member of MIBOR for a least one year

Applications Forms to include the following criteria:

- Business Accomplishments (50%)
- Production (5%)
- Education (5%)
- Local/State/National Leadership (10%)
- Description of How Applicant has served as a Mentor to Others in the Profession (15%)
- List of Political/Business/Community Involvement (10%)
- Career Achievements (5%)

## **AFFILIATE OF THE YEAR AWARD**

A Special Project Team shall be appointed by the President, with the approval of the Governing Board

It is not mandatory that this award be given annually.

The award recipient from the previous year shall serve as chair.

The project team shall consist of at a minimum of one past Affiliate of the Year, a member of the Governing Board and one member from the General Membership. The committee shall consist of 5 members; 3 members shall constitute a quorum.

### **Nominees:**

- Shall be a current Affiliate or Strategic Partner of Women's Council in good standing for a minimum of three consecutive years
- Chair shall solicit recommendations from the membership in writing
- The Affiliate of the Year Project Team shall establish the criteria and deadlines by which the Affiliate of the Year nominees shall be selected
- Prior recipients shall be eligible to receive the award more than once

### **Recognition:**

The recipient of the Affiliate of the Year Award shall be recognized with an appropriate commemoration which includes title of the award, name of the recipient, year honored and Indianapolis Women's Council Logo. Affiliate of the Year Award winner shall be honored at an October/November event/meeting each year. The current year recipient shall be responsible for ordering the award and presenting the award at the designated event/meeting.

Affiliate of the Year's Nomination shall be presented to MIBOR as soon as possible but no later than deadline set by MIBOR for consideration as MIBOR's Affiliate of the Year.

- The Treasurer will provide the Budget and Finance Project Team Chair copies of the updated Budget quarterly. The Chair will review and make the Governing Board aware of any concerns.
- The Maximum the Indianapolis Network may give as a donation to any charitable organization will be no more than 20% of the net proceeds from any event.
- The dues of our current active and founding Members will be granted Honorary Emeritus Status. Dues will be paid by the Indianapolis Network as long as they retain an active Real Estate License and retain membership with our local Board.
- No Emeritus Status will be granted to any other Women's Council of REALTOR® Indianapolis Member in the future.
- Emergency Plan for Cancellation of a Regular Scheduled Meeting per approved motion states if the food has been purchased the Network will absorb the cost.
- Program Speakers and up to two of their guests may attend the local meeting/event free of charge; any additional guests beyond that number will be responsible for paying the meeting fee unless lunch is purchased and provided by the speaker or their team.
- Benevolence: a donation not to exceed \$50.00 will be made to The Realtor® Foundation or a charity the family has requested, in remembrance of a member's immediate family. (Immediate family is the member's spouse, children, or parent)

#### RESERVATION/GUEST POLICY

- Reservations for all Meetings and events sponsored by the Network shall be a financial obligation to be paid by the member, unless cancelled prior to the cancellation deadline established for each function and announced in the notice for that function.
- Members who wish to attend a ticketed function without a reservation shall be accommodated on a space-available basis and may be charged an additional fee.
- Members are encouraged to bring guests to all functions.
- Non-Members, who are qualified prospective members, may attend two (2) Regular Meetings as a guest before joining. This does not apply to member's family or special guests providing they are not eligible for Women's Council membership.
- The two meeting policy does not apply to any Past President who is retired from the Real Estate Business. A Past President who is retired from the real estate business can attend meetings or events as a non-member.
- Guest Speakers shall receive a complimentary meal. Additional compensation or a gift may be offered according to the budget guidelines (unless directed otherwise by the Governing Board). This includes speakers who are Women's Council members.

## **Election Process**

**No Slate of nominated candidates**

**Officers do not automatically move up – only President-elect to President**

**90 Days Governing Board appoints Candidate Review Team**

**60 Days Team solicits applications for open positions**

**30 Days Applications due: eligibility confirmed**

**10 Days President notifies members of election date, rules candidates**

**7 Days Forms due back if running from the floor**

**0 Days Election Day**