



# PBBR FRIDAY FLASH

9052 E. 13<sup>th</sup> Street, Suite D – Cadillac, MI 49601

Voice: (231) 775-2660 FAX: (231) 775-0462

Email: [info@pbbbr.com](mailto:info@pbbbr.com) URL: <http://www.pbbbr.com>

Editor: Sally Baker, Executive Officer [sally@pbbbr.com](mailto:sally@pbbbr.com)



## March 7th, 2008

*The road to success is always under construction. - Unknown*

### LEADERSHIP 2008

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### NEED TO KNOW



## LOCKBOX SERVICE

### IMPORTANT NOTICE TRAINING DATES HAVE CHANGED AND LOCATION MAY CHANGE!

We've found a more convenient location. We are now working out the logistics of taking delivery in order to reschedule to that location. Training offered in several sessions on one day only. Training day has been changed to Wednesday, April 23, with a back up contingency date of April 24<sup>th</sup>. Please keep those dates open on your calendar.



## PAUL BUNYAN BOARD & MLS

**CON ED – 4 CREDITS – LEGAL!!!**

**REALTOR® Challenges:** This class is all about handling earnest money deposits, disclosures of latent defects, unresolved contingencies, misleading information found on MLS printouts, procuring cause, and scenarios dealing with responsibilities of sales agents and their clients.

**Mortgage Fraud, Foreclosures, and Short Sales:** This course explores the basics regarding the current mortgage market, circumstances with mortgagors, lenders and fraud leading to default. Learn the processes step-by-step through foreclosure, sheriff's sales, and rights of owners under Michigan redemption laws. Learn how to protect your commissions too. Also included are common definitions and terms, and risk management for the sales agent. **(4 hours of approved Con Ed credit – includes legal)**

Co-Sponsors: PAUL BUNYAN BOARD OF REALTORS® And REAL ESTATE EDUCATION PROFESSIONALS OF MICHIGAN, INC.

Presenter: Rick Conley

Class: 1 pm to 5 pm and available for your convenience at two different locations.

Tuesday, March 11, 2008 (Cadillac)  
Tuesday, March 18, 2008 (Houghton Lake)  
**Registration forms are now online at**  
<http://www.pbbbr.com>



(Refreshments and snacks included)



OK, Show of hands...  
Who's tired of snow?

## PAUL BUNYAN MLS

### Paul Bunyan MLS Committee

Rick Lantz, Chair; Jim Meier, Barry Fall, Sheila Richardson, Keith Johnson, Jo Ellen Serum, Dave Becker, Mark Hacker, Sandy Keezer, Bonnie O'Dell

#### VIRTUAL TOUR FIELDS

An additional field has been added to the MLS Database for Virtual Tours, so now you have two fields where you can enter your Virtual Tour URL - one for unbranded virtual tours and one for branded virtual tours. The new field can be found at the bottom of the General information area for new listing entry.

In order to add this field, we changed the label for the original Virtual Tour Field to Branded Virtual Tour Field, and this is where any existing listing Virtual Tour URLs are at this time. We had to do this due to the fact that the field that was in place already contained so many branded Virtual Tour addresses. We will add the "new" Virtual Tour field for unbranded listings to the IDX dataset and the Public Dataset in two weeks.

This will give you or your staff two weeks to move unbranded virtual tours to the correct field for Virtual Tours.

#### LAKE/RIVER NAME FIELD

Something we noticed last week was that Ros Co Database only has a few selections for Lake/River Name field. Wexford/Missaukee Database has 74! If you would like to add a Lake/River Name to the list, let us know. We recently added this field to the Public Listing Display and the IDX Listing Display.

The W/M Database also has lookups for Subdivisions. Is that something you would like to see added?

#### MERGING OF BOTH DATABASES INTO ONE!

And just a reminder, by the first week of January 5<sup>th</sup>, we will be moving to ONE DATABASE! So if you have suggestions for the MLS committee to consider for additions or changes for fields in the database, let us know by email. [sally@pbbr.com](mailto:sally@pbbr.com)

Thanks!

#### FNIS TIPS AND TRICKS FOR PHOTOS

FNIS OFFERS THESE TIPS AND TRICKS FOR OUR MEMBERS:

Are you having trouble uploading your photos into Paragon? Do your photos appear blurry or distorted after they're uploaded? Would you like to learn an easy way to ensure your photos look the best they can and will upload 100% of the time?

If you answered **Yes** to any of the above questions then this Tips & Tricks is for you!

The maximum allowed file size for an image in Paragon is **32 KB** (kilobytes). If an image is larger than that, Paragon will attempt to resize the image however, the larger the image the higher the chance that the upload will fail.

The first step is to identify images that need to be resized. If you have ever received the error "Invalid image file" or "System out of memory" while uploading a photo, chances are, the image you were uploading was too large.

To view the file size of an image: **Right Click** on the image and then choose **Properties**

#### Importing the Image into Microsoft Word

Normally resizing an image in **Paint** will cause it to be distorted greatly so the next step is to copy the image into **Microsoft Word** instead. Before you start, open **Word** or another text editor that accepts images and start a new blank document.

1. Once both programs are open, the next step is to open the image in Microsoft Paint. Locate the file on your computer and then **Right Click** on the image, mouse over **Open With** and choose **Paint**.
2. Once in **Paint**, go to the **Edit** menu and choose **Select All** (you can also press CTRL+A on your keyboard)
3. Go back to **Edit** and select **Copy** (you could also press CTRL+C to copy)

4. Go back to **Word** and go to **Edit**, select **Paste** (or Press CTRL+V) to paste the image into the new doc.

### Resizing and saving the image

Now that the image is copied into **Word** it can be resized without being distorted. The next steps are to resize the image, copy the image back to **Paint** and then save. Resizing the image is a matter of clicking on it in **Word** and then using the **Image Anchors** on the image along with the **Shift** key to resize the image in scale.

1. Select the image by **Left Clicking** on it
2. Hold down the **Shift** key on your keyboard
3. Click and hold on one of the **Image Anchors** in the corner of the image and while still holding **Shift**, drag your mouse to resize the image to something approximately the size of the image on the next page.

Once the image has been resized in **Word**, deselect the image by clicking somewhere else on the page and then press the **Space Bar** a few times to move the cursor away from the image.

Once that is done, make sure the image is completely visible on the screen and then press the **Print Screen** (sometimes PrtScn) key on your keyboard. Nothing will appear to happen but you have just taken a snapshot of your screen.

Go back to **Paint**, go to the **Edit** menu and select **Paste** and you will copy the screenshot you just took back into Paint which will look something like this:  
The final step is to crop the image and resave it.

While still in **Paint**:

1. Use the **Selection** tool to select the part of the image you would like to use. You can select the entire image or use this opportunity to crop the image to remove unwanted elements on the edge.
2. Once you have selected the part of the image that you would like to use go back to **Edit** and select **Copy** once more.
3. Once the image has been copied go to **File** and select **New**. Click **No** when prompted to save your document.
4. Once the new blank document is open, go to **Edit** and select **Paste**. *Note: If there is any white space around the image at this point, you will want to resize the canvas to ensure the image is the only thing that is visible.*
5. Finally, go to **File** and select **Save As** to save the new resized image to your PC. Before saving make sure that the file type is set to **JPEG (\*.JPG, \*JPEG, \*JPE, \*JFIF)** under the **Save as Type** dropdown.



### BROKER SUMMIT – APRIL 15 & 16 HYATT REGENCY IN DEARBORN, MI

The Broker Summit, is an event full of non-stop training and information, specifically designed for brokers, managers, and local leaders. It's the largest Broker Summit in the state of Michigan and you won't want to miss it. You'll learn from top-notch real estate professionals.

Register online at <http://www.mirealtors.com>

### INTERESTING NEWS ITEM FROM MIREALTALK LISTSERVE **Fannie Mae Reaches Agreement With the Attorney General of the State of New York Regarding Home Appraisals**

WASHINGTON, DC - Fannie Mae has agreed with the Attorney General of the State of New York and the Office of Federal Housing Enterprise Oversight (OFHEO) to assist the regulators in their efforts to enhance home appraisal practices on behalf of consumers. The New York Attorney General's office also announced it has terminated its inquiry of Fannie Mae, which began in November 2007 as part of the Attorney General's complaint against First American Corporation regarding that company's appraisal practices.

"We are pleased to work with regulators to do our part to ensure sound, accurate, independent and reliable appraisals," Fannie Mae General Counsel Beth Wilkinson said. "As the nation's leading purchaser of mortgage loans in the secondary market, Fannie Mae shares the interests of consumers in the integrity of the home valuation process, which is an important part of a well functioning market."

Under the agreement, Fannie Mae will take two steps to assist the regulators in their efforts to enhance the quality and independence of the appraisal process. First, to help ensure appraisal independence and valuation protection, Fannie Mae will adopt a Home Valuation Protection Code. The Code establishes requirements governing appraisal selection, solicitation, compensation, conflicts of interest and corporate independence, among other requirements. Fannie Mae will adopt the Code immediately, and make appropriate changes to its Sellers Guide to reflect the Code. Beginning January 1, 2009, Fannie Mae will require that lenders represent and warrant that appraisals prepared in connection with mortgage

loans originated on or after that date that are delivered to Fannie Mae conform to the Code.

Second, Fannie Mae will provide \$12 million over five years to help establish an Independent Valuation Protection Institute. The Institute will monitor and study the area of home valuations. The Institute will establish a hotline for consumers to contact if they believe the appraisal process has been tainted or if they believe they have been harmed by appraisal fraud. Appraisers also will be able to contact the Institute if they believe their independence has been threatened in any way. While the Office of the New York Attorney General has indicated it has concluded its inquiry with respect to Fannie Mae, the company will continue to work with the New York Attorney General and OFHEO on appraisal practices.

"Our lender guide has always stated that lenders must buy back the loans that do not meet our standards and requirements, and the new Code reinforces our standards," General Counsel Wilkinson said. "We will continue to work with the New York State Attorney General and other regulators to support the highest lending standards for the market and homebuyers."

- **Fannie Mae Dodges Bullet**  
Fannie Mae announced that it has been advised by the United States Attorney's Office for the District of Columbia, which has been investigating Fannie Mae's accounting policies and practices, that it is discontinuing its investigation and does not plan to file charges against the company.
- **Fannie Mae Plan To Raise Housing Finance Costs Highlights Need For Congressional Action**  
In response to Fannie Mae's announced plan to impose an "Adverse Market Delivery Charge" for all mortgages purchased after March 1, 2008, National Association of Home Builders Executive Vice President and CEO Jerry Howard issued the following statement...
- **Fannie Mae Reimburses Servicers for HOPE Referrals**  
As part of its commitment to support borrowers facing potential foreclosure, Fannie Mae will reimburse its servicing partners when they refer homeowners who are behind in their mortgage payments to the HOPE Hotline for counseling.