



PBBR FRIDAY FLASH

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November 21ST, 2008

You learn something every day if you pay attention. ~ Ray LeBlond

LEADERSHIP 2008

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PBMLS

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RICK LANTZ

STAFF

ASSOCIATION AEO

SALLY BAKER

ADMIN ASS'T

AMBER YOUNGS

MLS CLERK

DARLENE CLAPPER



MEMBERSHIP

AFFILIATE MEMBERSHIP CHANGE

Cadillac location and representative change for
WELLS FARGO HOME MORTGAGE

James Behrmann

james.behrmann@wellfargo.com

Wells Fargo Home Mortgage

830 E. Front St., Suite 205

Traverse City, MI 49686

(231) 947-9355 Voice

(517) 214-6133 Mobile

(866) 702-0669 FAX

BOARD OFFICE WILL BE CLOSED ON THANKSGIVING AND THE FRIDAY AFTER

PBBR 2009 MEMBERSHIP

RENEWAL DUES ARE DUE BY

NOVEMBER 30TH

Membership Renewal Dues are due by November 30th. Please remember to return your MLS Subscriber Agreements with your dues.

For late payment after *December 31st, a \$25 late fine will be added to the amount due.

LOCKBOX VIOLATION REMINDER LETTER IS BEING SENT BY THE MLS COMMITTEE TO DESIGNATED REALTORS® AND BROKERS

There seems to be widespread misuse of Smart Cards occurring. Designated Realtors® and Brokers will be receiving a letter from the MLS committee concerning this problem and reminding them of the rules, regulations, policies and procedures and fines and sanctions for violations.

PB MLS DATABASE UPDATES

LISTING PROCEDURE SUBMISSION CHANGE

You will no longer be required to send a copy of the All Fields Detail or Listing Data Entry Profile Form to the board office.

However, you must continue to send a copy of the listing agreement or reporting form and addendum to the listing agreement for extensions, price changes and other related listing changes.

You should be printing out an ALL FIELDS DETAIL copy of each of your listings prior to the cutover to the new database so you have a reference in the event there was a conversion error.

You should be printing out a copy of each view you have customized so you can recreate them in the new database.

You should be making lists of the search criteria you have set up for spreadsheet views, Contacts/Prospects and customized views of brochures you have created for yourself.

We are currently creating three custom views for you. The REALTOR® Professional will now be labeled REALTOR® Client View, a one page customizable view for you; a two-page Client Large Photo View; and we are rebuilding the Appraisal Sold View.

Statistical Report Calculation will be uniform and will be calculated as Full credit for listing and selling side; the credit will be applied to the listing and selling side; volume will be doubled. Credit will be split by 1st, 2nd and 3rd agent if they are listed as agents on the listing. Solds will be calculated by the Closing Date.

MEMBERSHIP OPPORTUNITIES

GRIEVANCE & PROFESSIONAL STANDARDS COMMITTEES CLINIC

December 1st, 2008 1:30 to 5 pm
Coyle's Restaurant - Houghton Lake

If you are currently serving on or wish to serve on the Grievance Committee or as a panelist in our Professional Standards Cooperative with other area association or will be in a leadership position during 2009, you will be interested and eligible to attend this clinic.

This clinic incorporates highly specialized training and is geared to the actual nuts and bolts of roles and responsibilities of grievance panels, professional standards panels, association staff and the role of leadership in Professional Standards matters.

Seating is very limited, since the clinic was designed to include eligible members our cooperative member associations.

If you are interested in attending this class, please be sure you make your reservation with Sally at the board office. Call her at (231) 775-2660 or email her at sally@pbbr.com

There are 20 seats allowed per association. We currently have 10 seats reserved for leadership people. We will not be able to take your reservations for this clinic if you are not able commit to service.

The following people are currently serving on the Grievance Committee and may or may not recall that their term hasn't yet expired:

Roscommon County (reviews Wex/Mis grievances)

*Tom Borton, Land n Lakes Realty
Dennis Stegall, Houghton Lake Realty
Valerie Wysack, RE/MAX HL
Tom Emerick, Three Lakes Realty
Ruth Fruehauf, ERA HH

Wexford and Missaukee Counties (reviews RosCo grievances)

*Keith Johnson, Coldwell Banker Schmidt
Judy Devereaux, Coldwell Banker Schmidt
Jilane Fenner, Exit Realty of Greater Cadillac
Mike McNamara, RE/MAX Central
Linda Wetherell, ERA GNP
Carolyn Lantz, Whitetail Realty

AVAILABLE FOR PROFESSIONAL STANDARDS HEARINGS AS A PANEL MEMBER FOR A COOPERATIVE BOARD PANEL

Jo Ellen Serum, ERA Houghton Higgins

Ruth Clemens, ERA Houghton Higgins
Bill Alderden, RE/MAX Professionals
Carolyn Lantz, Whitetail Realty
Linda Wetherell, ERA GNP
Bill Heydenberk, Coldwell Banker Schmidt

Topic Outline for the Clinic

Due Process

The Five Elements of Due Process
Arbitration or Ethics Hearing -- Right of Counsel to Appear

Ethics Procedures

Ethics Cases -- Administrative Timelines
Filing an Ethics Complaint
Outline of Procedure for Ethics Hearing
Criteria for Filing an Appeal of the Decision
Outline of Ethics Appeal Hearing

Arbitration Procedures

Arbitration Cases -- Administrative Timelines
General Instructions to Initiate Arbitration
Outline of Procedure for Arbitration Hearing
Procedural Review Criteria

Outline of Arbitration Procedural Review Hearing
Pro Stds Procedures & Roles of GC, PSC, AE, BOD
Pro Stds Procedures & Roles of GC, PSC, AE

The Grievance Committee in Ethics Proceedings
The Grievance Committee in Arbitration Proceedings
Role of Professional Standards Committee
Sanctioning Guidelines -- Ethics Hearings
Arbitration Guidelines -- Procuring NAR PS Procedures --
Procuring Cause -- An Introduction
Arbitration Worksheet

Role of Association Executive
Role of Board of Directors
Membership Applications
Consideration of Ethics Sanctions, etc.
Professional Standards Policies for Adoption by Local
Association Board of Directors
Board of Directors -- Ratification of Ethics Hearing
Decisions

TRAINING ON THE NEW DATABASE

Wednesday, December 10th in Cadillac

Thursday, December 11th in Roscommon