



2012 COMMITTEE REQUEST FORM

Volunteer time will be very valuable to the Rancho Southeast Association of REALTORS® this year more than ever before. Below, you will find a list of Committees and Task Forces we have created for 2012. If you have an hour per month, sometimes less and will regularly attend meetings you would be perfect to serve on any of these working groups. We need your help! Please choose the Committees and/or Task Force that you would be interested in serving on.

PLEASE NOTE: If you've been a member of a Committee/Task Force in years past and wish to do so again this year, you must complete the "2012 Committee Request Form" and return it to the Association office or e-mail your request to MaryR@rsaor.com. *Thank you!*

<u>COMMITTEE /TASK FORCE</u>	<u>SCHEDULE</u>
<input type="checkbox"/> Affiliates in Action Committee	Monthly
<input type="checkbox"/> Budget & Finance Committee	Monthly
<input type="checkbox"/> Bylaws, Policy & Procedure Committee	As Needed
<input type="checkbox"/> Community Outreach Committee	As Needed
<input type="checkbox"/> Golf Outing Task Force	Seasonal
<input type="checkbox"/> Grievance Committee*	As Needed
<input type="checkbox"/> Housing Task Force	Monthly
<input type="checkbox"/> L.G.R. & Political Affairs Committee	Monthly
<input type="checkbox"/> M.L.S. & New Technology Committee **	Monthly
<input type="checkbox"/> Membership/Education/Equal Opportunity Cmt.	Monthly
<input type="checkbox"/> Orientation Committee	Monthly
<input type="checkbox"/> Professional Standards Committee*	As Needed
<input type="checkbox"/> Strategic Planning Committee	As Needed

* Denotes a Committee or a Task Force that requires a training class.

** M.L.S. Committee members are required to be Participants/Subscribers.

AFFILIATE MEMBERS are welcome to participate on Membership/Education/Equal Opportunity, L.G.R., Political Affairs, Community Outreach, Golf Outing, Housing Task Force or Fundraiser working groups. If you have any questions regarding the duties of a specific committee you may call Mary Rivera at the Association office (562) 860-5656 ext. 102 MaryR@rsaor.com or email the Chairperson directly.

**Please return form to RSAOR: 10900 E. 183rd St., Suite 120, Cerritos, 90703
or fax (562) 860-5536 maryr@rsaor.com**

NAME: _____ OFFICE: _____

OFFICE
PHONE: () _____ FAX: () _____

PREFERRED
PHONE: () _____ E-MAIL: _____

◆ RSAOR 2012 COMMITTEE DESCRIPTION ◆

AFFILIATES IN ACTION: Represents Affiliate Members of the Rancho Southeast Association and works closely with various committees on special projects.

BUDGET & FINANCE: Chr., Ruth Hayles rahrealty@aol.com • Proposes annual budget. Conducts reviews of monthly financial statement and analyzes the financial impact of the proposed Rancho Southeast Association programs and projects.

BYLAWS, POLICY & PROCEDURE: Chr., Sue Piccolini piccsue@hotmail.com • Committee will meet upon request of the chairman and initiate studies to clarify and improve the Rancho Southeast Association Bylaws, Policy & Procedure.

GRIEVANCE: Chr., Alex Torres torres4homes@aol.com • Reviews Disciplinary (Ethics) Complaints by REALTOR® members and members of the public. Requires a mandatory training class.

LOCAL GOVERNMENT RELATIONS / POLITICAL AFFAIRS: Chr., Luis Guevara luis@luisguevara.com • To monitor city, county and other local legislative regulatory actions and trends. To interpret to REALTORS® and the public the impact of the real estate business and property ownership.

MEMBERSHIP/EDUCATION/EQUAL OPPORTUNITY: Chr., Yvonne Dowland yvonne@myrealty-site.com • Encourages Association membership and educates members of the Rancho Southeast Association benefits. Coordinates membership programs and makes recommendations to improve Rancho Southeast Association services. Presents educational programs and enables members to satisfy continuing education requirements with the D.R.E. Also, assist members in understanding their obligations to give equal service to all clients regardless of race, color, religion, national origin, handicap, sex or familial status and guide members in the community cooperation with civic and private organizations in their effort to eliminate ethnic discrimination.

M.L.S. & NEW TECHNOLOGY: Chr., Heather Burke heatherburke@mainstreetrealtors.net • Review on-line computer hardware and software and recommend revisions and additions necessary to meet members needs. Reviews M.L.S. Rules & Regulations for compliance with C.A.R. and N.A.R. as required.

ORIENTATION: Chr., John Torres johntrrs@aol.com • Participates in the instruction to new members on the Rules & Regulations, Policy, Bylaws, Code of Ethics, etc., of the Rancho Southeast, California and National Association of REALTORS®.

PROFESSIONAL STANDARDS: Chr., Rhonda Burd rhonda@rhondaburd.com • Conducts Arbitration hearings and hearings on alleged violations of the Code of Ethics, Membership Duties and M.L.S. Rules & Regulations. Mandatory Prerequisite: Two years served on Grievance Committee and required training class.