THE OAKVILLE, MILTON AND DISTRICT REAL ESTATE BOARD

CALL FOR CANDIDATES

 **September 30, 2018**

The Oakville, Milton and District Real Estate Board Annual Election for the 2019 Board of Directors will be held on November 29, 2018, at [Rattlesnake Point Golf Club](http://rattlesnakepoint.clublink.ca/).

The following are the positions on our 2018 Board of Directors that have been filled:

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| **President:** | Oliver Matas | Re/Max Aboutowne Realty Corp. |  |
| **Past-President:** | Rick Kedzior (B) | Re/Max Aboutowne Realty Corp. |  |
| **Directors:** | Pat Rideout (S) | Royal LePage Meadowtowne Realty Inc. | (serving the 2nd year of a 2-year term) |
|  | Jeff Mahannah (S) | Royal LePage Real Estate Services Ltd. | (serving the 2nd year of a 2-year term) |
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| **Milton Director:** | Jack McCrudden | Re/Max Real Estate Centre Inc. | (serving the 2nd year of a 2-year term) |
| **MBC Director:** | Lynn Hoffmann(BM) | Re/MAX Escarpment Realty Inc. | (serving a 1-year term) |

Therefore, nominations are invited to fill the remaining positions of President-Elect and three positions for Director (for two-year terms).

Please note the following:

1. BR = Broker of Record B = Broker BM = Managing Broker MBC = Managing Brokers Council

S = Salesperson

1. Directors are elected for a 2-year term, Officers for 1 year.
2. The composition of our 10-member Board of Directors must include not less than 3 Broker Members.
3. Every Director must be a Member of the Board in good standing and shall have been a member of OREA for a minimum of two consecutive years prior to the Annual Election Meeting on November 29, 2018.
4. Every Officer (i.e., President, President-Elect and Senior Director) must have served as a member of an OMDREB Committee for at least one year during the previous four years.
5. To be eligible for the office of President-Elect, a candidate must have served as an OMDREB Director or be an incumbent Member of the Board of Directors.
6. Not more than 3 Members employed by the same Firm Member may serve as Directors at the same time. Please note however that, in accordance with Article 6, Section 2.04 - Qualifications of Directors, the position of Director representing the Managing Brokers Council is exempt from this limitation.
7. Nominations for any position must be submitted to the Executive Officer of the Board and such nominations must be received at the Board office no later than October 31, 2018.
8. Nominations must be in writing on the prescribed form, be endorsed by 2 Voting Members of the Board and contain the written consent of the Member so nominated.

Oliver Matas, Chair

Leadership Development Committee

**The Oakville, Milton and District Real Estate Board – Nomination Form**

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| Purpose of this form | This form provides you with basic information about what OMDREB requires from its Director members. If you have doubts about your ability to commit the required time, attend scheduled meetings, or comply with these requirements, please contact the Leadership Development Committee Chair to discuss your nomination before submitting your name for consideration. |
| Term of office: | 2 years, Elected or Acclaimed. In the event a Director steps down and a vacancy is created, a replacement Director may be appointed by the Board of Directors. The appointment is for the duration of the term only. Officers are elected/acclaimed for a one year term. |
| Time Requirements: | We require a time commitment of about 88 hours per year, or an average of 7 hours per month for Directors’ meetings, Committee meetings, orientation sessions, Strategic Planning sessions and special events, including preparation time. |
| Board Meetings | The full Board of Directors meet at least 5 times per year, usually on the second Wednesday of each month, from 10:00 am to 12:00 pm.  |
| Committee Meetings | Board Members will be designated as Chair of an established Board Committee(s) or Task Force(s). Meetings are scheduled as necessary in order to accomplish tasks as set out by the Strategic Plan by the established deadlines. Regularly scheduled Committee meetings are essential to accomplish these objectives.MBC: The Managing Brokers’ Council meets three times per year and Directors attend on an as needed basis, depending on the agenda and content of the meetings. |
| Orientation Session | There will be an Orientation Session held through OREA in January 2019, as part of the Peak Leadership Summit. |
| Strategic Planning Sessions | In January, a Strategic Review is held to acquaint the newly elected Board of Directors with the current Strategic Plan. In May, a Strategic Review will be held to update or amend the current long-term plan. Directors then are required to create and submit to the Finance Committee their budget projections based on the Strategic Objectives. Attendance at both Sessions is mandatory for ALL Directors. |
| Other Time requirements | **AGM**: We hold an Annual Election and Installation Meeting and Christmas Luncheon, which includes the installation of the Board of Directors for the coming year.**OREA & CREA Conferences**: Attendance at the annual OREA and CREA Leadership Conferences held each Spring is required of the Executive Committee. The Executive is also required to attend the CREA Assembly in the Fall, if scheduled. All Directors are encouraged to attend the OREA Conference and benefit from staying up-dated on current issues, completing supplementary leadership training courses and taking advantage of opportunities to network with their counter-parts at other Boards/Associations.**Social Events**: We normally have one or two social events per year where Directors, Staff, friends of the organization and Members can interact.**Other Board/Association events as required.** |
| Selection Process | The Leadership Development Committee, Board of Directors and Staff identify as potential candidates Members who have demonstrated leadership qualities and who have had previous OMDREB volunteer experience. Such prospective candidates may then be approached by a member of the LDC. Nominations also come forward through the Call for Candidates issued September 30th. |
| Approach to Governance | Briefly stated, we believe that the Board's role is to ensure that OMDREB establishes and maintains the trust of the Membership by being clear in its mission, prudent and ethical in its activities, and accountable for its actions. Our meetings focus on planning, policy-making and assessing our progress. |
| Strategic Plan | **Vision:** To be the Board of Choice for REALTORS®.**Mission:** To provide our Members with the best resources and representation to serve the real estate needs of our community.**Goals:****MLS/Technology** - To provide our Members with easy access to reliable and complete MLS information accompanied by leading edge technology & support required to build a profitable business.**Professional Development** - To raise the professionalism of our Members and strive to become the Professional Development provider for REALTORS in Southern Ontario.**Advocacy & Profile** - To raise the profile of REALTORS in our community, ensuring the majority of listings in our jurisdiction are represented by OMDREB members. To represent our Members in the local community and to all levels of government.**Support & Services** - To provide relevant information and superior customer service to our Members, supporting their business needs while achieving OMDREB’s Goals, Mission & Vision. |
| Values and Beliefs | The Board of Directors of OMDREB subscribes to, and acts in accordance with the following values and beliefs. We value professional and ethical business practice that demonstrates respectful, dedicated and personal service. |
| Directors' Code of Conduct | Our Directors sign this Professional Code of Conduct.***As a Director of OMDREB, I will:**** Support the vision, mission, strategic plan and objectives of OMDREB.
* Serve the overall best interests of OMDREB rather than any particular constituency.
* Bring credibility and good will to OMDREB.
* Respect principles of fair play and due process.
* Demonstrate respect for individuals in all manifestations of their cultural and linguistic diversity and life circumstances.
* Demonstrate professional and business like demeanor in any and all interactions with the Board Staff.
* Abide by all appropriate and applicable workplace legislation including, but not limited to, Bill 168-Workplace Violence and Workplace Harassment.
* Respect and give fair consideration to diverse and opposing viewpoints.
* Demonstrate due diligence and dedication in preparation for and attendance at meetings, special events and in all other activities on behalf of OMDREB.
* Demonstrate good faith, prudent judgment, honesty, transparency and openness in my activities on behalf of OMDREB.
* Ensure that the financial affairs of OMDREB are conducted in a responsible and transparent manner with due regard for their fiduciary responsibilities and public trusteeship.
* Avoid real or perceived conflicts of interest.
* Conforms with the By-Law and policies approved by the Board, in particular this Code of Conduct, the Oath of Office and Confidentiality and Conflict of Interest policies.
* Publicly demonstrate acceptance, respect and support for decisions legitimately taken in transaction of OMDREB’s business.
* Immediately resign my position as director of OMDREB in the event that I, or my colleagues on the Board, have concluded that I have breached my Oath of Office, Confidentiality Agreement or this Code of Conduct.
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| Upcoming Meetings & Events | Regular Directors’ Meetings held bi-monthlyMBC Meetings as requiredLeadership Development Sessionsas scheduled | AGM & Installation/Christmas Luncheon - December Directors’ Orientation - JanuaryLeadership Workshop - January Strategic Planning Session Review – January Strategic Planning Review – MayCommittee Meetings - as mandated in the By-Law or as required to accomplish Committee objectivesMembership Meetings - as required throughout the yearSocial Events: OMDREB Golf Tournament - June  Other events as required | OREA Conference(Feb/March)CREA Conference(March/April)PAC Days – CREA(May)PAC Days - OREA(Oct)CREA Assembly(Oct)NAR Conference(Nov)  |

I acknowledge that I have read the foregoing and understand the commitment required for the position of Director.

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| Signature |  | Date:  |  |

**NOMINATION FOR THE POSITION OF DIRECTOR OF**

**THE OAKVILLE, MILTON AND DISTRICT REAL ESTATE BOARD**

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| --- | --- |
| Name |  |
| Brokerage |  |
| Email |  | Phone  |  |
| Position & Designation(s) |  |
| Years as a licensed Real Estate Salesperson |  |
| Total Years as a Member of OMDREB |  |
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| Previous Business, Community and/or Career Experience (attach a resume if relevant) |
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| Why are you interested in sitting on the Board? |
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| Previous applicable Directorship Experience |
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| Position Running For:  |  | President-Elect  |  | Director at Large  |
| Area(s) of expertise/Contribution you feel you can make |
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| Previous OMDREB Committees/Dates Served |
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|  |
| Nominee’s Signature |  | Date: |  |
| ENDORSED BY |  | AND |  |
|  | Signature |  | Signature |