

# MINUTES

Professional Development Advocacy Group

Date: Monday, June 19, 2006

VAR Headquarters

Glen Allen, Virginia

## **Presiding: Gwen Pangle, 2006 Chair**

In attendance: Gwen Pangle, Chairman; Katy Gilliam, Vice Chairman; Anita Crum; Sherry Bailey; Bitsy Davis; Amy Gianniny (by phone); Linda McCauley; Kathy Nunnally; Elaine Head, AE Liaison

Members Absent: Robin Amato; Jo Cross; Drake Van de Castle; Cathy Noonan; Kerry Vasquez

Staff Liaison: Tracey Florida

## **Call to Order**

Chairman Gwen Pangle called the meeting to order.

## **Approval of Minutes**

It was MOVED, SECONDED and PASSED to approve the minutes of the April 10 meeting as distributed.

## **Financial Review**

The AG reviewed financial statements for the period ending May 31 noting that all PDAG programs are within budgetary guidelines.

## **Old Business**

REALTOR® Institute – Year-to-date attendance figures were reviewed. It was noted that although some parts of the state have shown an increase in attendance, and some a decrease, the overall attendance average statewide is comparable to last year.

Curriculum Update Report – Staff reported that the curriculum revisions are underway and the project is moving forward.

Convention Update – AG members reviewed a mockup of the convention brochure, which is currently at the printer.

Broker/Manager Conference Report – AG members reviewed evaluations from the Broker/Manager Program in May. It was noted that the program met with mixed reviews from attendees. While overall the written evaluations were positive, anecdotally there were some negative comments.

New Member Work Group – It was reported that the work group met twice by conference call and the results of their work are detailed in the proposed 2007 Rookie REALTOR® budget. Although many possibilities were discussed, the group focused on those things that VAR is uniquely positioned to do as the state association. It was important to the group that VAR not try to reinvent new REALTOR® resources that already exist or duplicate local association efforts, but rather that

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VAR be the conduit for making sure Rookies know where to find whatever resources that already exist and push needed information to them via the monthly newsletter and the new member section of the website. Although it will be detailed in the 2007 budget, the work group proposed a series of skill-development web casts aimed at new REALTORS® to be delivered via newsletter and archived on the website for 24/7 on-demand access.

Web casting Implementation – The work group's charge was to develop and implement a plan for use of the new boardroom in hosting industry trend web casts for the remainder of this year, and to consider budgetary implications for 2007. The group met by conference call and based on the boardroom instructor training held in May, it was determined that the learning curve for classroom instructors making the transition to distance instruction is larger than anticipated. With that in mind, it was suggested that hiring a consultant with distance education experience to develop and deliver an instructor demonstration of distance instruction techniques would be a first-step resource for future instructor training and a guide for delivery. Additionally, the consultant will submit a proposal for the development and delivery of additional education segments to fill the interim period until our instructors are more comfortable with the new delivery format. That proposal will be considered against the implementation budget once it is received.

### **New Business**

2007 Budget Review - AG members reviewed the 2007 budgets as developed to reflect discussions at the April meeting. Consensus was reached on which program levels should be recommended to the Policy Board for approval.

### **Other**

There was no other business to come before this group.

The meeting was adjourned at 11:50 a.m.