

# MINUTES

Risk Management Advocacy Group  
Date: Thursday, August 9, 2007  
VAR Headquarters, Glen Allen, VA  
11:00 a.m. – 1:30 p.m.

## **Presiding: Janie Whitlow, 2007 Chairman**

In attendance: Janie Whitlow, Chair, Doris Brammer, Vice Chair, Darlene Brent, Don Carnesi, Lori Chapman, Cynthia Dellinger, Kemper Funkhouser, Lea Glembot, Matthew Kahn, Lynda Lewis, Michael Minnery, Patricia Rexrode and Pat Sury

Members Absent: Tim Carson, Clyde Cooper, Jr., Daniel Freire, Margaret Ireland, Asif Kabani and Dave Phillips

Others Present: Dewey Reynolds

Staff Present: John Broadway, Lem Marshall (via conference call), Scottie Bosworth, Blake Hegeman and Debbie Talley

Chairman Whitlow called the meeting to order and asked members of the AG to introduce themselves. The minutes from the April 27, 2007 meeting were approved.

### Standards Forms Update:

Lem Marshall presented a Standard Forms update, including motions from the Standard Forms WG for RMAG's consideration.

It was Moved, Seconded and Approved to recommend to Policy Board that VAR provide all forms electronically without cost on VAR's website.

It was Moved, Seconded and Approved to recommend to Policy Board that VAR continue to sell remaining inventory but not to continue to produce forms in paper format.

### Legal Hotline Update:

Lem Marshall reported that Blake Hegeman is now answering Hotline calls as well. As a result, calls are being handled more promptly.

### Unlicensed Assistant Open House:

Lem Marshall has requested more guidance from the Virginia Real Estate Board on this issue.

### Broker Toolkit Update:

Janie Whitlow reported that the Broker Toolkit is almost finished and will be ready for presentation soon.

### Request from IMAG:

John Broadway reported that IMAG has requested RMAG to consider providing a consumer brochure with a synopsis of the main VAR forms to be available in languages other than English. It was the group's consensus not to produce this brochure, as it would more likely increase than decrease risk.

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Budget:

It was Moved, Seconded and Approved to recommend that the Policy Board accept the 2008 Professional Standards Budget as presented.

It was Moved, Seconded and Approved to recommend that the Policy Board accept the 2008 RMAG Support Budget as modified.

It was Moved, Seconded and Approved to recommend that the Policy Board accept the 2008 Product Sales Budget as presented.

As there was no other business to discuss, the meeting adjourned at 1:30 p.m.