



MINUTES

Risk Management Advocacy Group
Date: Monday, October 1, 2007
Williamsburg Lodge, Williamsburg, VA
10:00 a.m. – 11:30 a.m.

Presiding: Janie Whitlow, 2007 Chairman

In attendance: Janie Whitlow, Chair, Doris Brammer, Vice Chair, Rosanne Bunting, Don Carnesi, Tim Carson, Lori Chapman, Cynthia Dellinger, Kemper Funkhouser, Lea Glembot, Margaret Ireland, Matthew Kahn, Lynda Lewis, Michael Minnery, David Phillips, Patricia Rexrode and Pat Sury

Members Absent: Darlene Brent, Clyde Cooper, Jr., Daniel Freire and Asif Kabani

Others Present: Pat Breme, Lynn Grimsley, Kit Hale, Elaine Head, Margaret Howell, Pat Jensen, Linda Kinsman, Bud Kreh, Nancy Page, Chrys Robins-Gatewood and Emily Russell

Staff Present: Lem Marshall, Scottie Bosworth, John Broadway and Blake Hegeman

Chairman Whitlow called the meeting to order and asked members of the AG to introduce themselves. The minutes from the August 9, 2007 meeting were approved.

Liability Protection for Users of VAR Standard Forms:

Lem Marshall presented the proposed language that will be used as an assurance for users of VAR Standard Forms 600 (Residential Contract of Purchase) & 650 (Contract of Purchase for Unimproved Land).

It was Moved and Seconded to recommend that the language include all standard forms that VAR has reviewed. The motion was amended to include that the implementation of the language be delayed until legal counsel has certified that the forms are in compliance. The motion carried as amended.

Standards Forms Update:

Lem Marshall reported that Policy Board approved RMAG's motions on providing all standard forms electronically without cost on VAR's website and to continue to sell remaining inventory but not to continue to produce forms in paper format.

Forms Comparison Report:

Lem Marshall reported that Standard Forms has been reviewing his memo comparing the six major sales contracts used throughout the state. One local association has approached VAR about making changes to the form so that they can start using the form. The WG is looking at this request to see if modifications can be made to the VAR form. RMAG requested to see a copy of the memo.

Broker Toolkit Update:

Janie Whitlow presented a copy of the Broker Toolkit, a new resource for brokers. The toolkit addresses startup issues and risk management issues that new brokers face. The toolkit will be a living document available on VAR's website. RMAG would like to see hyperlinks used within the Table of Contents online and would also liked to see an electronic copy before it goes live on the website to offer comments.

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It was Moved, Seconded and Approved to publish the broker toolkit and put into development.

Stateline Barriers WG Report:

Blake Hegeman provided a report of recommendations that were sent to the Policy Board by the Stateline Barriers WG. He reported that it has also been requested to extend the duration of the WG.

New Subcommittee:

RMAG appointed a subcommittee to work with Lem Marshall on defining the unlicensed assistant's line of duties. Matt Kahn, Pat Rexrode, Rosanne Bunting and Lynda Lewis would like to serve on this subcommittee.

As there was no other business to discuss, the meeting adjourned at 11:10 a.m.