

CONSENT TO SERVE AS AN OFFICER/DIRECTOR

RETURN TO: Address: Qualifications Committee, Orlando Regional REALTOR® Association
1330 Lee Road
Orlando, FL 32810
Fax: 407-293-6380
E-mail: caroleb@orlandorealtors.org

PLEASE NOTE: This form must reach ORRA by 5:00 p.m., July 1, 2015. Additional remarks may be attached.

1. Name Claire Schwartz
Volunteer service selection – please check **only one** ORRA Board of Director position:

2. a. I WISH TO BE CONSIDERED FOR THE POSITION OF OFFICER:
 President-elect Treasurer Secretary

For President-elect: I understand and have met the qualifications of this office as set forth in the bylaws:
(check all that apply):

- I am a REALTOR® member of the association in good standing.
- I am an active Florida REALTOR® director.
- I have no FREC violations on my record within the preceding five years.
- I have served on the ORRA Budget and Finance Committee.
- I have served on the ORRA Strategic Planning Committee.
- I have served at least three years of the previous five years as an ORRA director.
- I do not hold directorship or office in another association of the Florida REALTORS®.

For Treasurer or Secretary: I understand and have met the qualifications of this office as set forth in the bylaws:
(check all that apply):

- I am a REALTOR® member of the association in good standing.
- I am an active Florida REALTOR® director.
- I have no FREC violations on my record within the preceding five years.
- I have served on the ORRA Budget and Finance Committee.
- I have served on the ORRA Strategic Planning Committee.
- I have served at least two consecutive years as an ORRA director.
- I do not hold directorship or office in another association of the Florida REALTORS®.

- b. I WISH TO BE CONSIDERED FOR THE POSITION OF DIRECTOR:
I understand and have met the qualifications of this office as set forth in the bylaws:

(check all that apply):

- I am a REALTOR® member of the association in good standing.
- I have completed a leadership training course offered by the association (or its equivalent).
- I am a member of the ORRA Honor Society (or will be by the end of next year).
- I have served on an ORRA Committee, Task Force, or Forum for a cumulative amount of time of not less than two (2) years.
- I do not hold directorship or office in another association of the Florida REALTORS®.

3. Firm Name Claire Schwartz & Associates, LLC
 Address 7380 Sandlake Rd. Suite 500 Orlando, FL. 32819
 Phone No. 321-439-6995
4. Position held - owner, broker, manager, salesman, other, etc. (please explain):
Broker-Owner
5. Current profile of real estate activities (please explain):
Boutique business specializing in residential property management, leasing and sales for private and portfolio investors.
6. Member of any other real estate or professional association(s)? Yes No
7. Indicate other education/degrees/designations:
MPM (Master Property Manager), RMP (Residential Management Professional) GRI (Graduate Realtors Institute)
8. List ORRA awards or other recognition:
ORRA Leadership Institute Graduate 2013 & 2014, ORRA Honor Society 2012, 2013, 2014. RPAC Major Donor - Crystal R
9. Have you contributed to RPAC? Yes No Are you a registered voter? Yes No
10. Interviews will be held on July 28, 2015. You will be advised of a specific interview time. Please indicate if you will be available, or if not, please indicate why:
 Yes No Reason: _____
11. QUALIFICATIONS: (Positions held, year, and principal services rendered in the past five years – you may attach a resume or additional information):

LOCAL ASSOCIATION SERVICE:

- 2015 - RPAC Subcommittee - CHAIRMAN
 Award Invitees - Member
 2014 ORRA Honor Society - Member
 Brokers Council - Member
 Governmental Affairs Committee Affairs - Member
 ORRA/FR Action Forum - Member
- 2014 - RPAC Subcommittee - Vice Chairman
 2013 ORRA Honor Society - Member
 Brokers Council - Member
 Governmental Affairs - Member
 2015 Strategic Planning Mtgs. - Member
 Property Management Council
- 2013 - RPAC Subcommittee - Member
 2012 ORRA Honor Society - Member
 Governmental Affairs Committee - Member
 Property Management Subcommittee - Member
- 2012 - RPAC Subcommittee - Member
 Broker Involvement Program - Member
 Property Management Subcommittee - CHAIRMAN
 Governmental Affairs Committee - Member
 Professional Development Forum - Member
- 2011 - RPAC Subcommittee - Member
 Governmental Affairs - Member
 Property Management Subcommittee - Member
 Professional Development Forum - Member
 Leadership Orientation 2011

FLORIDA REALTORS® AND NATIONAL ASSOCIATION OF REALTORS® SERVICE:

- 2015 - Florida Realtors Director
 Legislative and Regulatory Business Issues Subcommittee - Member
 Property Management Subcommittee - Member
 FR/ORRA Board Representative
- 2014 - Legislative and Regulatory Business Issues Subcommittee - Member
 Property Management Subcommittee - Member

TRADE ORGANIZATIONS IN ALLIED FIELDS AND CIVIC SERVICE ORGANIZATIONS:

NARPM® - National Association of Residential Property Managers designations earned;
RMP® - Residential Management Professional
MPM® - Master Property Manager
Served as;
NARPM® Orlando/Central Florida Chapter Legislative Chair 2010 - 2015
NARPM® Florida State Chapter Legislative Chair 2012 -2015
NARPM® National Legislative Committee Member 2010- 2015

BUSINESS ACCOMPLISHMENTS (awards, leadership, and management positions):

All of the above
RPAC Major Donor Sterling & Crystal
Friends of RPAC Sapphire Award
Friends of RPAC Diamond Award

BUSINESS QUALIFICATIONS (non real-estate related background and experience):

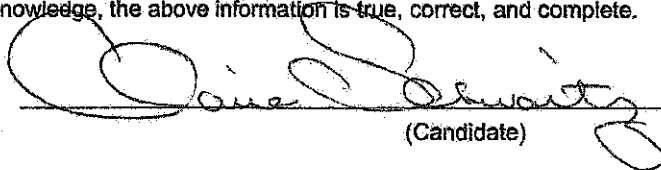
Over 25 years experience in Marketing and Business Management, I have successfully owned and operated my own businesses in Virginia, Pennsylvania, Washington D.C. and Maryland. In 1990, I relocated to Florida and expanded my business in Real Estate Marketing and Property Management specializing in residential new construction, property management and investor relations. My clients in seven Central Florida Counties have included builders, developers, and private and portfolio investors.

12. What community issues should the association be addressing?
The association needs to be prepared to be proactive on any issue that may affect local real estate by building relationships and working closely with our local, state and US representatives, lawmakers and legislators utilizing our "Key Contact" system. It is also important to maintain a positive media presence and likewise have good relationships within the media so that the Orlando Community recognizes that the Orlando Regional Realtor's Association does so much more than just buy, sell and lease homes. We want the community to know that we are working for them everyday, in so many ways.
13. In your opinion, what are the greatest challenges facing the industry today that ORRA should address?
The number one challenge is the preservation of the "Realtor" brand. The public needs to be educated to understand the difference between a licensee and a Realtor. There should be a higher level of professional expectation when working with a Realtor. On the other hand, it is our responsibility to assure that we can meet those expectations through continuing education. As the Central Florida region continues to expand, the challenge we face at ORRA is how do we maintain the level of educational and designation opportunities we offer to an expanding member base without segregating our membership.
14. What is your position on the issues of property taxes, insurance, and private property rights?
This is a very broad subject to just touch on because each can be debated depending on the issue. I believe in JUST and fair taxes to support public services.
Florida insurance is risk based and therefore constantly changing. The state run Citizens Insurance has been winding down for years, but I have a hard time believing that insurance companies are really losing money. Frankly, I do not have the data to say one way or the other.
Private property is a right that should be upheld to the highest regard "Under all is the land". To the extent that the use of the property falls within the intended, legal and allowable use of the property and does not adversely affect the values of those around it or place a burden on neighboring persons or properties.
15. If elected, what would you like to have accomplished by the end of your term?
To expand on #13; I would like to see ORRA answer the need for responsible growth while offering educational and networking opportunities to the membership by expanding through satellite offices throughout the region. I know that this is not a new idea, but I don't know to what extent it has been developed as of yet. I believe that it could be a benefit as not only a service that is offered to the membership as a convenience, but as a solution for their business needs as well. I have operated a paperless vital office for over 10 years and I see more and more offices today are cloud-based, utilizing an address for mail, reception and the occasional meeting or conference. This could be a Member Benefit and a revenue source that ORRA could consider to offset the cost of the satellite offices. It would also keep the members connected.
16. You will be expected and/or required to attend the following meetings and functions listed below. Will you make this commitment?
 Yes No (If no, explain)

- a. Monthly ORRA Board of Directors meetings – one per month, plus preparation and reading time.
- b. Special board meetings - Although rare, can occur on short notice and can run two to three hours.
- c. Grievance/ethics/arbitration appeal panels – two to four occurrences, each running about one hour.
- d. Membership meetings and events – multiple Membership luncheons and events, one inaugural event, Great American REALTOR® Days visit to Tallahassee, one awards event, RPAC Auction
- e. State association meetings – one three-day meeting in January and one three-day meeting in August. These meetings are especially important if you are appointed a state director.
- f. Various meetings – committees, task forces, work groups, etc.
- g. Planning and training sessions (required) – one annual leadership training session and one strategic planning retreat (if held).
- h. Community commitment (the Chamber's Hob Nob, zoning meetings, etc.)

To my knowledge, the above information is true, correct, and complete.

Signed: _____



(Candidate)

Date: _____

6/30/2015

Note: This completed consent-to-serve form will be posted on the ORRA website.



A. **ELECTION PROCEDURES:** The ORRA Board of Directors will establish the election calendar for the year. Official consent-to-serve forms, policy and other information regarding the election process are available at the association. The following procedures will be followed:

1. The consent-to-serve form (available on www.orlandorealtors.org) should be typed, completely and accurately filled out, and signed by the candidate. In signing, the candidate is verifying that the information is complete and accurate. You can submit the form on-line, return the form by mail, or fax it to the association at 407.293.6380.
2. All consent-to-serve forms are to be returned by **5 p.m. on July 1, 2015**, so that information packets can be compiled and distributed to the ORRA Qualifications Committee for review when the committee meets.
3. Once the consent-to-serve form has been filed it cannot be amended or altered in any way. All consent-to-serve forms of qualified candidates are made available for viewing on the ORRA website. In addition, responses to selected questions on the consent-to-serve forms will be reproduced **EXACTLY AS WRITTEN** in *Orlando REALTOR*[®] magazine.
4. All candidates must appear for an interview before the ORRA Qualifications Committee, composed of seven REALTORS[®], to answer any questions concerning their qualifications. There will be no phone interviews. The committee will explain to each candidate the duties and responsibilities of each office and the commitment required for that office. The committee will then seek a commitment from each candidate. Interviews will be held all day on July 28 before the ORRA Qualifications Committee.
5. The ORRA Qualifications Committee shall interview each candidate to ensure he/she is deemed qualified to hold the office he/she is seeking, and then a notice will be sent by **August 30, 2015** to all members announcing the names of all qualified candidates running for office.
6. An electronic ballot will be transmitted via the internet to each member eligible to vote by **September 16**. The ballot will contain all of the officer and director candidates in alphabetical order and will also contain biographical information on each candidate for review. After the ballot review period, members are allowed to vote starting **September 21, 2015** and ending at **midnight on September 25, 2015**. Members will vote via the Internet. The candidates receiving the highest number of votes (plurality) in their respective position shall each be declared elected.
7. The election results will be announced at the **October 2, 2015 Realtor**[®] Expo. (Location to be announced)

B. **POLICY ON ELECTION OF OFFICERS AND DIRECTORS** (See Article XI of association bylaws)

1. **Qualification for officers and directors**
 - a. Any REALTOR[®] who qualifies may run for office as an officer or director of the association. Any affiliate who qualifies may run for an affiliate director position. The qualifications are spelled out in Article XI, Sections 1, 2, 3, and 4 of the association bylaws.
 - b. For officers: All officers shall be REALTOR[®] members of the association in good standing; be an active Florida REALTOR[®] director; have no FREC violations on his/her record within the preceding five years; and have served on the ORRA Budget and Finance Committee or on the ORRA Strategic Planning Committee.
 - (1) The President-elect candidate shall have served at least three years of the previous five years as an ORRA director.

(2) The Treasurer and Secretary candidate shall have served at least two consecutive years as an ORRA director.

- c. For directors: Directors shall be REALTOR® members of the association in good standing, have completed a leadership training course offered by the association (or its equivalent), and be a member of the honor society by the end of their first year on the ORRA Board of Directors. All Directors must have served on an ORRA Committee(s), Task Force, or Forum for a cumulative amount of time of not less than two years.
- d. No Director or Officer serving in the Association shall hold Directorship or office in another Association of the Florida Realtors®, and any Director or Officer currently serving in the Association who shall be elected and chooses to hold office in another Association of the Florida Realtors®, upon installation to such other office, automatically shall cease to be a Director (and if Officer, shall cease to be an Officer) in this Association and such vacancy shall be filled in accordance with the provisions of Article XI, Section 9.

2. Positions open for 2016

For the association's election year beginning January 1, 2016, the following positions are open (no more than 25 percent of the ORRA Board of Directors can be representatives of any one brokerage firm; this requirement shall be satisfied at time of qualification): President-elect, Treasurer, Secretary and four, three-year directors.

