



**High Desert Association of REALTORS®**

11890 Hesperia Road, Hesperia, CA 92345

Phone: (760) 244-8841 • Fax: (760) 244-5589 • Website: [www.hdaor.com](http://www.hdaor.com)

**Affiliate / Affiliate Associate Application for Membership 2018**

I hereby apply for: (Check one only. One person per application.)

**Affiliate Membership** (primary member e.g. owners, managers, etc.)

Fees: \$245 (join dates Jan. thru June) \$175 (join dates July thru Dec.)

**Affiliate Associate Membership** (secondary member) Fees: \$50

Check one: Escrow \_\_\_\_\_ Title \_\_\_\_\_ Lender/Financial Services \_\_\_\_\_ Home Inspection \_\_\_\_\_

Home Warranty \_\_\_\_\_ Property Disclosure \_\_\_\_\_ Other \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Firm Address: \_\_\_\_\_ City \_\_\_\_\_ ZIP: \_\_\_\_\_

Firm Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Website: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Have you ever been a member of the High Desert Association of REALTORS®? \_\_\_\_\_

I have enclosed payment for the appropriate membership fees, which I understand are not refundable or transferable \_\_\_\_\_ \*(Initial here). I agree to pay the established fees as long as I remain a member of this Association.

As an Applicant for membership, I certify that the answers given in this Application are true and correct.

Dated: \_\_\_\_\_ Signed: \_\_\_\_\_  
\* Main Affiliate's signature (\*required to process)

Dated: \_\_\_\_\_ Signed: \_\_\_\_\_  
\* Affiliate Associate's signature

Payment Information:

◇ Visa    ◇ MasterCard    ◇ American Express    ◇ Check    Ck# \_\_\_\_\_ \*Amt: \_\_\_\_\_

\*An amount must be written in order for us to be able to process your payment

Card # \_\_\_\_\_ exp. Date \_\_\_\_\_

Thank you for applying for Affiliate / Affiliate Associate membership at the High Desert Association of Realtors®. We warmly invite you to attend our monthly General Membership Meetings held the fourth Wednesday of every month at 8:00 a.m. (subject to change); We also encourage you to get involved by joining a HDAR committee. For more information log on to [www.hdaor.com](http://www.hdaor.com) or call (760) 244-8841.



**\*Required for Processing**





HIGH DESERT ASSOCIATION OF REALTORS®

11890 Hesperia Road

Hesperia, CA 92345

760-244-8841

www.HDAOR.com

Dear Affiliates,

Some of your benefits of membership are:

- ❖ Attend General Membership meetings held the fourth Wednesday of the month.
- ❖ Sponsor an event, education class or General Membership meeting.
- ❖ Attend Realtor® functions.
- ❖ Conference room rental with class approval.
- ❖ Your name and office information will be on our website including a roster. Go to <http://www.HDAOR.com/affiliate-directory-about-us-menu.html> to view our affiliate directory.
- ❖ Bring your flyers, cards, coupons any marketing material to our Realtor and MLS orientation. Your flyer or a card may be attached to any promotional item of your choice! Our orientation is held every first Thursday of the month at 8:00 a.m. here at the Association.
- ❖ By participating you will help promote your business to all of our **newest members**.
- ❖ Join one or more of our committees interact and network with our Realtor members.

# The High Desert Association of Realtors®

Affiliate/ Affiliate Associate Induction Process

Must Know Info for New HDAR Affiliate Members

You're a new Affiliate member; you've submitted your membership application and paid your dues. So what is next? Many new members are not aware that certain criteria must be met before you can be introduced as an Affiliate member. The following criteria must be met *before* you can be introduced:

- You must submit your completed Affiliate or Affiliate Associate membership application along with the appropriate membership dues.
- Your request for membership must be approved by the Board of Directors.

Once the above criteria has been met, you may be pinned at the next General Membership Meeting held on the 4<sup>th</sup> Wednesday of the month at 7:00 a.m. at the High Desert Association of Realtors®. Meetings are held every month except December. Please when signing in fill out a green card with your name so that we know you are here to be pinned.

You may bring flyers to the HDAR office to set out on a table we have set up for our Affiliates. And don't forget about our Realtor® & MLS orientations on the first Thursday of every month at 7:45 you may bring a flyer or business card attached to a 'promotional item' (pen, magnet, coupon etc.) for our new members.

Should you have any questions, please contact the H.D.A.R. Membership Coordinator, Rosemary Chavarin, at 244-8841 ext. 202.

# HDAR Committees

## Government Relations Committee

### 1. General Objectives:

- a. Represent the interests of organized real estate in local and state government affairs and encourage member involvement in support of candidates and issues.
- b. Promote the availability and affordability of real estate by supporting organizations, which share those interests and goals.
- c. Promote the preservation of property rights.
- d. Evaluate the current and future impact of environmental issue on organized real estate activities in the High Desert area.

### 2. Specific Objectives:

- a. Evaluate the activities of State, Regional and Local government bodies, which are likely to impact the real estate industry. (e.g. sign ordinances, lot sizes, square footage and/or other onerous legislation)
- b. Maintain active member awareness on issues that affect the membership.
- c. Participate in State, County and Local elective process that support the Association of REALTORS® portion.
- d. Act on the need for an Association representative(s) to attend city and county meetings to keep the membership informed.
- e. Encourage member participation in Political Action Committee fund contributions.
- f. Oppose “No Growth” measures through member education and member participation in functions addressing this subject.
- g. Encourage member participation in government planning activities, i.e. advisory panels, task forces, committees, etc.
- h. Increase member awareness of the current future impact of air, water, pollution, trash, and hazardous waste environmental issues on the real estate industry.
- i. Process and disseminate all information received from NAR/CAR that pertains to real estate lending issues.
- j. Recommend support and endorsement for local and state candidates to the Board of Directors.
- k. Encourage member participation in BORPAC.

## Grievance Committee

### 1. General Objective:

- a. Consider all allegations of unethical conduct of violations of the Code of Ethics and/or the MLS Rules and Regulations in compliance with currently approved guidelines promulgated by the National Association of REALTORS® and the California Association of REALTORS®.

## **2. Specific Objectives:**

- a. Review complaints submitted by members and the general public to insure proper articles and sections of the Code of Ethics/MLS Rules and Regulations cited based on the alleged facts within the Guidelines noted above.
- b. Screens complaints to prevent abuse and harassment through frivolous or unwarranted allegations filed against members for harassment purposes.
- c. Members of the Grievance Committee shall attend Professional Standards training/education at least once a year at Association expense.

## **Education Committee**

### **1. General Objectives:**

- a. Research, develop, provide and improve services, materials, programs and techniques that assist members in the successful conduct of their business.
- b. Evaluate programs and services to improve the member's professional knowledge and technical skills.

### **2. Specific Objectives:**

- a. Promote "How To" programs, which enhance the ability of members to successfully conduct their daily business.
- b. Produce and maintain an updated library for membership utilization.
- c. Communicate information regarding educational programs to all Association members.
- d. Develop and maintain a program of current educational courses for the membership.

## **Executive Committee**

### **1. General Objective:**

- e. Review agenda when necessary and present to the Board of Directors.

### **2. Specific Objectives:**

- a. Meet as needed to prepare the final agenda for the Board of Directors.
- b. Evaluate and review the actions, proposals, and recommendations submitted from sources not within a current "standing committee". (e.g. Personnel issues, etc.)

## **Special Affairs Committee**

### **1. General Objectives:**

- a. Increase REALTOR® and Affiliate member awareness of the local Association through organized recreation activities, social and charitable fund-raising events.

## **2. Specific Objectives:**

- a. Plan, implement and promote periodic charitable fund-raising activities to support the Association's charity(s) of choice.
- b. Plan, implement and promote periodic recreational activities and/or social events for REALTOR® and Affiliate members.
- c. Plan, implement and promote the Association's Annual Installation Dinner.
- d. Plan and implement an Affiliate appreciation event.

## **Commercial Industrial Committee**

### **1. General & Specific Objective:**

- a. Promote the development of commercial and industrial areas of the High Desert.

## **Multiple Listing Service**

### **1. General Objectives:**

- a. Evaluate, research, develop, maintain and supervise an advanced and cost-effective Multiple Listing Service responsive to member needs.

### **2. Specific Objectives:**

- a. Continue to develop and maintain a Business Plan to support the Multiple Listing Service General Objective.
- b. Continue to update the HDAR Multiple Listing Service Rules and Regulations in compliance with the N.A.R. and C.A.R. Model Rules & Regulations.
- c. Continue to develop and implement methods to enforce the HDAR Multiple Listing Service Rules & Regulations.
- d. Monitor and evaluate any legal implications and/or pending challenges which may adversely affect the Association's MLS Services.

## **Membership Committee**

### **1. General Objectives:**

- a. Seek out and encourage non-member licensees and potential Affiliates to become members of the High Desert Association of REALTORS®.
- b. Develop and continue to provide an effective membership recruitment and retention program.
- c. Enhance general membership meetings to increase member participation.
- d. Improve and maintain a positive public image of the High Desert Association of REALTORS®.

### **2. Specific Objectives:**

- a. Identify Non-Member Licensees and encourage membership in the High Desert Association of REALTORS®.
- b. Identify potential new Affiliate members and encourage membership in the High Desert Association of REALTORS®.

- c. Keep fully and currently informed on National and State Membership Policies.
- d. Work closely with the Association's Executive Officer to faithfully and objectively follow N.A.R., C.A.R. and the local Association's approved Policies and Procedures.
- e. Coordinate the Association's New Member Orientation and induction ceremony programs in conjunction with the Association's Staff, as required.
- f. Install an "Invitation Program" to non-members for limited monthly FREE attendance at specifically scheduled General Membership meetings/events.
- g. Promote and maintain the "Sunshine Fund." (cards to members, etc.)
- h. President-Elect to be a member of the Membership Committee.
- i. Schedule hosts and greeters for the General Membership Meetings.
- j. Arrange for and schedule guest speakers for the monthly General Membership Meetings with a focus on themes that are pertinent to the real estate industry and High Desert.
- k. Promote recognition of C.A.R./N.A.R. designations earned by members to local media sources.
- l. Encourage consistent advertising with the REALTOR® "R" and what it represents.
- m. Manage and review the effectiveness of the current local Association real estate tabloid, "THE HIGH DESERT HOME-FINDER".
- n. Maintain positive relationship with the Press and the public.
- o. Seek public service opportunities with the Press and electronic media.

## **Past Presidents Committee**

**The Chair of the Committee to be Past President once removed.**

### **1. General Objectives:**

- a. Review all nominations for REALTOR® and AFFILIATE of the Year Awards Program.
- b. Act in the capacity of an Advisory Committee to the Association's President.

### **2. Specific Objectives:**

- a. Schedule on calendar to meet quarterly and seek out, review and/or interview potential candidates for REALTOR®/AFFILIATE of the year Award Programs.
- b. Review requirements and select individuals for the following awards:
  - 1. REALTOR® of the Year
  - 2. Affiliate of the Year
  - 3. HDAR REALTOR® Esteem Award
  - 4. NAR Good Neighbor Award
- c. Make recommendations to the President concerning changes in specific awards and/or modifications to awards criteria.
- d. Plan to host a reception each March to invite members to explore leadership positions at HDAR.

## **Bylaws Committee**

### **1. General Objectives:**

- a. Review the Bylaws, modify, recommend, and coordinate changes to the Bylaws to insure that the Association remains in compliance with the Charter issued by the National Association of REALTORS®.

## **2. Specific Objectivities:**

- a. Formulate amendments, additions, and/or deletions as requested by the Board of Directors, C.A.R. and/or N.A.R.
- b. Educate and inform members concerning Bylaws issues.
- c. Meet at least semi-annually to review Association policy as it affects the Bylaws and as directed by the Board of Directors to make specific and/or required changes to the Bylaws.

## **Strategic Planning Committee**

### **1. General Objectives:**

- a. Identify critical issues of importance to the members based upon assessment of member needs and future developments impacting the real estate market.
- b. Establish and prioritize strategic objectives for the Association and implement Association programs through the Strategic Plan.

### **2. Specific Objectives:**

- a. Meet at least bi-monthly to assess member needs and issues impacting the Association.
- b. Review and update the Strategic Plan and publish the Three Year Strategic Plan.
- c. Create and send a member survey to assess member needs. Tabulate and distribute the results of the survey.
- d. Conduct a structural review of each committee on an annual basis to assess their effectiveness.
- e. Prepare preliminary concepts/proposals for an Association Business Plan for consideration by the Association's Board of Directors.

## **Equal Opportunity Committee**

### **1. General Objective:**

- a. Promote and implement the Association's Equal Opportunity Program in the areas of minority outreach, fair housing, affirmative marketing and fair lending practices.

### **2. Specific Objectives:**

- a. Informs the membership with regard to legislation, legal and regulatory issues related to equal access to housing for individuals, regardless of race or creed.
- b. Make periodic reports to the membership on Equal Opportunity matters and report to the Board of Directors, when directed.
- c. Present the concept of Fair Housing at the New Member Orientation, encouraging everyone to display the Fair Housing Logo, and encourage the



handout of “What Everyone Should Know About Equal Opportunity in Housing”.

## **Professional Standards Committee**

### **1. General Objectives:**

- a. Enforce the Code of Ethics, discipline and arbitration matters of the Association.
- b. Promote adherence to high ethical standards as set forth by the National Association of REALTORS®.

### **2. Specific Objectives:**

- a. Hear matters of alleged ethical misconduct by Association members, or the public, and to provide mediation and/or arbitration, as requested.
- b. Service on the committee is restricted to individuals who have completed the California Association of REALTORS® professional Standards Training Course. This annual training program to be at the Association’s expense.
- c. Committee Chair to educate the committee members on the proper conduct and behavior during a hearing through periodic meetings.

## **Young Professionals Network**

### **1. General Objective:**

- a. Reports to Member Communications Committee View board members Purpose To be the voice of a fast-growing group of REALTORS® young professionals who are focused on personal growth, networking, and association involvement. The Young Professionals Network (YPN) is a valuable resource for those who want to build relationships with peers, advance their careers, and make a difference in their industry, community, and local association.



## **MISSION STATEMENT**

The purpose of the High Desert Association of REALTORS® is to help its members become more profitable and successful.

## **VISION STATEMENT**

The High Desert Association of REALTORS® is the source of essential business services and the association of choice for real estate professionals committed to excellence and through collective action, promotes the preservation of real property rights.