

BY-LAWS AND CONSTITUTION

Amended: 11/15/2016

ARTICLE 1- NAME

This organization shall be known as the "Westerville Area Realty Association" (WARA).

ARTICLE 2- PURPOSE

The purpose of this organization shall be to promote better real estate relationships among Realtors, Affiliates, and the general public and to promote the general welfare of the Westerville area and nearby Franklin and Delaware County areas.

ARTICLE 3-WHO MAY BELONG

Any Realtor who is a member in good standing of the Columbus Board of Realtors, and any Affiliates in good standing in an associated and/or closely related field (i.e. home builders, real estate developers, lawyers, mortgage lenders, title companies, home inspectors, insurance, financial planning, etc.) may join the organization.

ARTICLE 4- MEMBERSHIP

Section 1.) Realtors and Affiliates can become members of the Westerville Area Realty Association at any time during a calendar year by paying appropriate dues. The membership term runs from the date member dues are paid by a Realtor or Affiliate until December 31 of each year. Realtors and Affiliates must apply for membership and pay their appropriate dues at the beginning of each year. Applications for membership can be made by completing an online membership form and paying dues using a credit card on the WARA web site, or by completing a paper membership application form and paying with a check or cash at a regular meeting. Membership application forms can be obtained from WARA Officers at regular meetings.

Realtors and Affiliates must have paid memberships in order to have voting privileges, to be a Breakfast Sponsor, to collect winnings from the weekly 50/50 raffle, or to be nominated as a candidate for any elected WARA Officer positions. Realtors who desire to have a home on the weekly tour must become paid members at least one week prior to the date of the requested date of a home tour.

ARTICLE 5- DUES

Section 1.) Annual Membership dues for the organization are as follows:

REALTOR/BROKER MEMBERS: \$15.00

AFFILIATES

Affiliate Companies *Includes One Associate* \$15.00

Affiliate Associates \$15.00

Realtors and Affiliates who apply and pay online for membership using the membership application forms on the WARA web site will be assessed a small additional convenience fee to cover the credit card costs of their membership dues. During 2016 this convenience fee was \$1.

All membership dues provide membership until December 31 of each year.

Realtors and Affiliates can become members at any time during a calendar year, however membership dues will not be pro-rated based on the date when a member joins the organization.

Section 2.) There will be nominal weekly dues per person to offset facility costs associated with the meeting.

ARTICLE 6- VOTING

Section 1.) Each Realtor and Affiliate member shall have one vote in all matters requiring a vote. Unless otherwise specified, all matters put to vote will pass with a simple majority from the voting members present at a regular meeting.

ARTICLE 7- ELECTION OF OFFICERS

Section 1.) Election of officers of the Association will be held annually at a regular November weekly meeting, or at the latest by the first regularly scheduled weekly meeting after Thanksgiving of the current year. Additionally, nominations from the floor will be accepted at this meeting.

Section 2.) Term of Office - Officers shall serve for a period of one (1) calendar year, January 1 through December 31.

Section 3.) Officer Qualifications - Only a Realtor Member may serve as President or Vice-President or Tour Director of the Association. The position of Tour Director & Assistant Tour Director shall be elected offices.

ARTICLE 8- OFFICES AND DUTIES

Section 1.) President - The President shall preside over all meetings and assemblies of which the association is the official sponsor. The President is empowered to appoint the committee chairpersons and committee members to serve as he/she sees fit and as is necessary. Said committees to serve at the President's pleasure. The President is empowered to appoint individuals to complete the term of any Association office which becomes vacant for any reason.

Section 2.) Vice-President - The Vice-President in the absence of the President, shall preside over all meetings and assemblies of which the Association is the official sponsor. In the event the office of the President is vacated during the administrative year, the Vice-President shall automatically succeed him/her to that office. The Vice-President shall carry out those duties assigned him/her by the President and shall be in charge of all public relations.

Section 3.) Secretary - The Secretary shall perform those usual duties attributed to that office.

Section 4.) Treasurer - The Treasurer shall perform those usual duties

attributed to that office. The names of the President and Treasurer shall be placed on the checking account. The ultimate responsibility for the Association Funds rests with the Treasurer subject to an annual audit to be conducted by an audit committee of the Vice-President and two (2) other appointed members. Report to be presented to the General Membership at the first regular scheduled meeting in January. All expenditures above \$250 shall require the approval of the Officers.

Section 5.) Tour Director & Assistant Tour Director – The Tour Director shall perform all duties associated with the coordination of house tours for the Realtor/Broker member listings as outlined in Article 11. The Assistant Tour Director will aid in the coordination of the tours as required.

ARTICLE 9- REVISION OF BY-LAWS

These By-Laws and such rules and regulations as may be adopted can only be changed by a 2/3 vote of the voting members present at a regular meeting. Such changes shall be made available to all members, in writing, at the two regular meetings preceding the vote.

ARTICLE 10- RELATIONS TO FELLOW REALTORS AND GENERAL PUBLIC

All members are to conduct themselves in accordance with Part 3 of

Principles of Real Estate Practice and Canons of Business Ethics of the State of Ohio, Articles 21 through 30 inclusive.

ARTICLE 11- TOUR RECOMMENDATIONS

Section 1.) Only properties in the following boundaries may be placed on tour with the Association: All Westerville Schools.

Columbus Schools east of Cleveland Avenue, north of Morse Road & west of Hamilton Road.

Olentangy Schools east of US Route 23, north of Lazelle & South of Lewis Center Road/Big Walnut Road.

Optional Areas include: Olentangy Schools east of Railroad Tracks, west of I71 from Sherman Lakes Subdivision south to Lewis Center Road then east along Lewis Center east of I71. Big Walnut Schools within one mile north of Big Walnut Road, Hoover Woods Subdivision & south along Red Bank Road & east on Center Village Road to a North/South line 1/2 mile west of Route 605. Columbus Schools west of New Albany Road and North of Route 161.

*** Space permitting, homes outside these boundaries but in close proximity may be placed on tour as optional homes & shall be toured last.

Section 2.) Properties to be placed on tour must be listed with MLS by the

Realtor placing the house on tour. The Realtor must be a member of the Association for at least one (1) week before placing property on tour.

Section 3.) The listing agent or a licensed team member with knowledge of the property must be in attendance at the meeting, otherwise the property will be deleted from the tour. In the event of an emergency, the listing agent's Broker or Office Manager or another licensed agent will be permitted to substitute on not more than two (2) tours during any one calendar year. The final decision to delete a property from the tour will rest with the Tour Director and Assistant Tour Director.

Section 4.) Tour to be limited to eight (8) properties at the discretion of the Tour Director.

Section 5.) The tour will be a "caravan" type tour. Each agent with a house on tour must go to ALL houses on tour that day.

BAD WEATHER POLICY

If the Westerville Schools are closed due to weather on the day of a regular meeting, that meeting will be canceled.