



Date _____

TO: Nominating Committee
3105 NE 14 Street
Ocala, Florida 34470

1. Description of Officer of the Association

Officers: The elected officers of the Association shall be: a President, a President-Elect, a Vice President and Secretary/Treasurer. They shall be elected for terms of one (1) year.

The Officers of the Ocala/Marion County Association of REALTORS®, Inc. are responsible for making policy decisions that govern the Association within the Bylaws and Rules and Regulations. Among other duties, the Officers have the responsibility to approve the Association’s annual budget, establish membership dues, determine local policy positions as they pertain to the real estate industry; approve governing policies of the Association, authorize the Association’s entry into contractual agreements, enact necessary amendments to the Bylaws, attend director meetings and support and attend general membership and education programs.

Since the Association is incorporated in the State of Florida, the responsibilities and actions of the officers fall under the broad scope of corporate law. Corporations, by necessity, must act and take corporate initiatives through individuals in responsible roles such as officers. As the representatives of the corporation, officers have the authority to authorize the ordinary business of a corporation within the scope of its corporate charter.

2. Good Faith Effort Required

Officers of the corporation have a fiduciary relationship toward the corporation and are required to use the utmost good faith in the exercise of their power in the interests of the corporation. An officer must perform his/her duties as an officer in a manner he/she reasonably believes to be in the best interests of the corporation with such care as an ordinary prudent person in a like position would use under similar circumstances.

If an officer of a corporation performs his/her duties in compliance with corporate law, then no liability by reason of being or having been an officer of the corporation will attach to the individual. If an officer has breached his/her fiduciary duty, then civil liability could be imposed on the individual officer. Therefore, an individual officer must make a decision on the information provided and in the best interests of the corporation rather than on how other bodies or individuals have directed them to vote.

3. Represent Association Interests, not Local

Under Florida Law, once an individual assumes the position of an officer or director, he/she is not representative of the body that elected them, but rather a representative of the parent corporation, and due to this is required to act in the best interest of the corporation. As a member of the Board of Directors, you represent all Association members not just those in your real estate company.

An officer and director cannot be dictated by anyone how to vote. They are not obligated to vote a certain way because their constituency has a certain opinion. Officers and directors are not proxies for the electing group. If they abrogate their right to vote and just follow the wishes of others, they would be in breach of their duty.

4. Confidentiality Required and Conflict of Interest Disclosure

Corporation law regarding Officers of corporations indicates several additional responsibilities. Officers must maintain confidence of facts and plans of the corporation that could affect its competitive position. They must not profit to the detriment of the Association, they must, at the very least, fully disclose any conflicts of interest, and in certain instances, should not even participate in a debate when they have a direct financial interest. An Officer has a duty to come forward and identify any conflict of interest and to also refrain from the voting and discussion in those instances where he/she will directly or indirectly financially benefit.

5. Duties of Officers

The duties of the Officers shall be such as their titles by general usage, would indicate and such as may be assigned to them by the Board of Directors.

It shall be the duty of each Officer:

- a) To attend Florida Realtors® three (3) regular meetings during the year. (2 State & 1 District)
- b) To attend the local leadership training seminar for officers and directors.
- c) To attend each monthly meeting of the Board of Directors, and every special meeting of the Association, all Association special functions and seminars.

6. Qualifications

Qualifications for the President-Elect: The President-Elect must have been:

1. Director or officer of the Association, for a minimum of two (2) years.
2. A member of the Association for at least two (2) years immediately prior to election;
3. In attendance at a majority of regular and special membership meetings for at least two (2) years immediately prior to becoming President - Elect

Qualifications for the Vice-President: The Vice-President must have been:

1. A member of the Association for at least two (2) years immediately prior to election,
2. A director or committee chairman for at least one (1) year.
3. In attendance of regular and special membership meetings for at least two (2) years immediately prior to election.

Qualifications for the Secretary/Treasurer: The Secretary/Treasurer must have been:

1. A member of the Association for at least two (2) years immediately prior to election.
2. A director or committee chairman for at least one (1) year;
3. In attendance at a majority of regular and special membership meetings for at least two (2) years immediately prior to election.

7. Guidelines

Expected guidelines for candidacy for the position of officer of the Ocala/Marion County Association of REALTORS®, Inc.

1. That the candidate must commit themselves to the position for which he or she is being considered, and work for membership if elected.
2. A candidate shall be free of any selfish interests, ulterior motives or political ambitions when agreeing to serve in the office for which he or she is being considered.

3. That the candidate's have shown themselves vitally interested in the REALTOR® cause by having previously taken a prominent part in the activities of the Board.
4. That the candidate has distinguished themselves in the real estate profession and as a business or civic leader.

The following positions are open for election; please Mark (X) in the following:

Office of the President-Elect: √
 Office of the Vice-President: √
 Office of the Secretary/Treasurer: √

1. Name: _____

2. Firm Name/Address: _____

Business Phone: _____ Cell Phone: _____

Email Address: _____

Web Site Address: _____

Fax Line: _____

If less than 2 years, list previous firm/address: _____

3. Current position held (Owner, Broker, and Sales Associate): _____

4. Profile of current real estate activities:
 Residential Brokerage, Commercial Brokerage, Property Management, Appraising,
 Developing, Etc.

5. List Membership in other Associations of REALTORS®: _____

6. Actively Licensed since: _____ REALTOR® member since: _____

7. Prior business Occupation: _____

8. Have you ever been suspended by FREC? Yes _____ No _____
 Any current action pending FREC? Yes _____ No _____

9. Are you financially able to be away from your business in order to fulfill the obligations of office? Yes _____ No _____

10. Are you willing to commit to attending each monthly meeting of the Board of Directors, and every special meeting of the Board, all Association special functions and seminars, as a leader and example for membership? Yes _____ No _____
11. Do you understand that as an Officer of the Association you would not be in just a ceremonial type position, but one with responsibilities and obligations to help run the Association for the coming year? Yes _____ No _____
12. Do you understand you must attend the local leadership training seminar for Officers and Directors? Yes _____ No _____
13. List leadership positions held in other civic organizations: _____

14. List activity and leadership background in the National & State Associations:

 (attach additional pages if needed)
15. List activity and leadership background in Ocala/Marion County Association of REALTORS®, Inc.

 (attach additional pages if needed)
16. Do you support RPAC financially? Yes _____ No _____
17. Attach your biography on a separate sheet of paper. Your biography cannot exceed 100 words, all candidates biographies will be distributed to the Nominating Committee.
18. Email your photo in jpg format to darlene@omcar.com. Please place your name on the subject line of the email.

I understand that absence from three regular meetings within one calendar year shall be construed as my resignation in accordance with the Association’s Bylaws, Article XII – Meetings, Section 2- Meetings of Directors.

My signature below affirms my understanding that my application will be screened per Association policy and that only the names of the qualified applications will be placed on the election ballot.

Candidate’s signature: _____ Date: _____