ABOUT COMMITTEES

Why is it so important that I serve on a committee?

All Directors, including Past Presidents, are required to serve on at least one LIBOR standing or special committee during each year of their term. Through committee service you share experience and gain knowledge which improves your decision making capabilities at the LIBOR Board of Directors meetings. It also provides you with leadership opportunities which will help you evaluate future roles within the association.

How do LIBOR Directors get appointed to a committee?

The committee request form from the association is available ONLINE. You should complete the form following the instructions. Each LIBOR Director will be offered an opportunity to serve in some committee capacity. You will receive notification of your committee assignment.

Seating and Meeting Conduct

Meetings are subject to open seating. This is where you sit for the entire meeting in order to assure that the necessary quorum is maintained for conducting the Board business. While the business meeting is in progress, you have an obligation to pay attention to the proceedings, for your own protection and the well-being of the organization. If, for some reason, you need to conduct a private discussion, please leave the meeting so you do not disturb the business at hand. Please place all cell phones, beepers, etc. on vibrate.
As a LIBOR Director you should:
• Understand how the Board works. Read the By-laws and Policy and Procedure Manual and keep them available as a guide for your actions.
• Know the issues of importance to the Board. Report matters of concern and actions taken by the Board back to your constituency.
• Know the issues of importance to your constituency. Bring matters of their concern to the Board.
• Understand the basics of Robert’s Rules of Order, which is the parliamentary authority governing Board meetings.

What is my liability as a LIBOR Director?
You will have no personal liability provided that you always act in accordance with the Board By-laws and the Policy and Procedure Manual. If an Officer or Director acts contrary to by-laws or the Board policies and procedures or otherwise breach their fiduciary duty; for example, acts in their own interest rather than in the interest of the Board, then civil liability could be imposed.

How do I get recognized to address an issue, ask a question, or motion during the LIBOR Directors meetings?
If you wish to address an issue, ask a question, or make a motion from the floor, stand behind the microphone in the middle of the aisle. The Chair will then recognize you.

How will I keep up with all the matters of interest to LIBOR?
1) Two primary communication resources include these websites — LiRealtor.com where important information is regularly posted and mlsstratus.com. In addition to the web sites, important news and updates are posted frequently on all LIBOR social media venues such as Facebook, Twitter, and You Tube. Members also receive regular emails and text alerts with newsworthy items.
2) Additionally, LIBOR produces a newspaper called “The REALTOR™” that reports on association and industry news. The paper is published five (5) times a year in print and will be inserted in the middle of each issue of the NYSAR Magazine. An online version of the paper will also be published.
3) All communication is sent by email. You will be provided with the minutes of every Directors’ meeting. Make sure we have your current e-mail on file.
4) Finally, you can always contact the LIBOR Staff with any questions.

How often do LIBOR Directors meet?
There are usually seven (7) LIBOR Director meetings in each calendar year. Occasionally, special meetings are called when situations warrant. You will receive at least 10 days notice of all meetings. As a Director, you are expected to attend all meetings of the Board. Attendance at Board meetings is critical to your performance as a Director. If the Board were to take improper action at a meeting, you might be responsible unless you were present to record your vote against such improper action. You will automatically forfeit your office if you are absent from 3 meetings of the Board of Directors in any calendar year.