

## **DAOR YPN POLICIES**

**AUTHORITY** The DAOR Bylaws authorize the DAOR YPN as a standing committee of the Association (referred to as the DAOR Young Professionals Network or the DAOR YPN. DAOR YPN is bound by the Bylaws, Policies and Procedures, and resolutions of the Association and its Board of Directors (the Policies).

### **Section I NAME AND PURPOSE**

1.1 Name. The Downey Young Professionals Network (DAOR YPN) is chartered and approved by the National Association of REALTORS® and is sponsored by the Downey Association of REALTORS® (DAOR).

1.2 The Purpose of the DAOR YPN is to foster harmony between Young Real Estate Professionals, which will be to the benefit of young professionals and to elevate the professional excellence and public acceptance of the real estate industry in general. DAOR YPN is a member-driven organization that helps young real estate professionals excel in their careers by giving them the tools and encouragement to become involved in four core areas;

- (a) Attend REALTOR® conferences and pursue leadership roles within the local, state and national associations.
- (b) Take an active role in policy discussions and advocacy issues and be informed about the latest industry news and trends.
- (c) Network and learn from one another by attending events, participating in online communication and seeking out mentoring opportunities.
- (d) Become exceptional members of their community by setting a high level of REALTOR® professionalism and volunteering for causes they feel passionate about.

### **SECTION II MEMBERS**

2.1 Types of Members. The DAOR YPN shall have classes of members as defined in this Section II. Any reference to members in these Guidelines shall include both individual and non-individual members, unless otherwise specified. Members may join by submitting an application to the DAOR. All requests to join DAOR YPN that meet the criteria for a class of members shall be accepted.

2.2. Individual Members shall consist of:

- (a) REALTOR® Members: Membership is free and open to those REALTOR® Members of the Downey Association of REALTORS®.
- (b) Affiliate Members: Must be affiliated with a title company, appraisal company, mortgage company, escrow company, or related service to the real estate industry and belong to the Downey Association of REALTORS®.

### **ARTICLE III COMMITTEE**

3.1 The DAOR YPN Committee shall consist of 8 voting positions; seven active REALTOR® Members, and one active affiliate member.

- (a) Chair – one year term – Responsible for overseeing DAOR YPN meetings and serves as the main spokesperson for DAOR YPN. Attendance at CAR and NAR meetings held throughout the year is recommended.
- (b) Vice-Chair – one year term – works in conjunction with the Chair.
- (c) Immediate Past-Chair – one year term – Serves on Committee.
- (d) Mentor – an experience Realtor® involved with the DAOR, understands its structure, and will report to the DAOR Board of Directors (Director Liaison).
- (e) Affiliate – one year term – must be active DAOR affiliate member.
- (f) Remaining members of the Committee will serve one year term – and will assist in recruitment of new YPN members of the Downey Association of REALTORS®, California Association of REALTORS® and National Association of REALTORS®. Reach out to potential sponsors. Contribute to the planning and execution of DAOR YPN meetings and events.

3.2 Appointment and Term of Office. October of each calendar year the Vice-Chair of DAOR YPN should be appointed by the President of the Downey Association of REALTORS®. The current Committee will appoint the following vacancies, and be approved by the DAOR Board of Directors. There are no limits on the number of terms an individual may serve in any capacity within DAOR YPN. Though all interested members wanting to serve should be considered.

- (a) Vacancies. The Committee may fill any vacancies on the Committee at any time they arise due to resignation or removal. Approved by DAOR Board of Directors.
- (b) Removal. Any Member of the DAOR YPN may be removed at any time, with or without cause, by majority vote of the other Committee at a meeting at which a quorum is present.

#### ARTICLE IV MEETINGS

4.1 Regular Meetings. All meeting of the Committee will be held at the DAOR office, and may be called by the Chair at any time with proper notice being given to the members of the Committee. DAOR staff to handle all notifications, scheduling, and minutes. All minutes of the DAOR YPN Committee will be presented to the DAOR Board of Directors at their regular meetings for approval.

#### ARTICLE V FINANCE

5.1 Collection and Disbursement. Sponsorships and other money collected by or on behalf of DAOR YPN shall be handled by the Downey Association of REALTORS® in accordance with the policies and Bylaws already established. Payments from the funds of DAOR YPN shall be made upon request to the Downey Association of REALTORS® for execution of payment.

5.2 Budget. The Committee shall adopt a budget for each event as it deems necessary and DAOR YPN shall function within the constraints of such budget.

ARTICLE VI AMENDMENTS Amendments. The Board of Directors of the DAOR may amend or repeal any Policy in its sole discretion. The DAOR YPN Committee may submit at a regular meeting a proposal requesting amendment or repeal of a Policy.

#### ARTICLE VII ACTIVITIES

7.1 Members shall receive invitations to exclusive events at REALTOR® conferences, news on how to get involved in leadership roles at NAR, CAR and DAOR and updates on new tools and resources that will help them grow their careers.

7.2 The Committee shall plan and host at least one networking event during the year for the benefit of the members.

7.3 Promote national, state and local YPN events through regular communications with the members of DAOR YPN.

#### ARTICLE VIII POLICY MATTERS

8.1 Along with all web site and guidelines rules, the following rules should apply to all social media and social networking that is accomplished by the DAOR YPN, Committee, the association staff, directors, committees, work groups or those entrusted with the work by any of the aforementioned entities or persons associated with any of the same.

1. Copyright – DAOR YPN may not use materials from another web site without permission. DAOR YPN must ensure that the association has a license or permission to use information generated from another source.
2. Any marketing is subject to the same general rules that apply to traditional marketing such as state and federal fair housing laws.
3. Links to other sites should be reviewed by the designated association social media advocate(s) to ensure that the outside source sites content also falls within DAOR YPN's general media and/or policies.
4. No games of chance or raffles should be allowed on any social media outlet except those that are a direct DAOR YPN or REALTOR® program.
5. The collection of consumer information on any social media outlet shall follow the same general guidelines as those established for CAR marketing or web sites. Information on consumers or members may not be sold or exchanged via any social media outlet.
6. Email sent through social media and social networking is subject to the CAN-SPAM Act and Federal and state laws.

8.2 DAOR YPN Antitrust Policy and Confidentiality Policy Topics that may give an appearance of an agreement to violate the antitrust laws may not be discussed on any DAOR YPN website, social network or blog.

Members shall not discuss with any competitor their individual company policies relating to prices or related types of sensitive information including,

- (a) commission levels, fees, business expenses or other business information or policies which would allow or encourage price fixing or maintenance;
- (b) bids on contracts for particular properties or any information which would allow or encourage bid rigging;
- (c) a firm's competitive business decisions;
- (d) duration or types of listing agreements the firm will enter into or the form of compensation the firm will accept or negotiate;
- (e) the compensation offered or paid to a firm's agents or employees;
- (f) plans concerning any proposed or existing customers, clients or territories;

(g) any other actions that might be construed as concerted attempts to restrain competition, including joint attempts to control or affect prices, market conditions, marketing practices, customer choice, or the like.

It is the responsibility of each member to avoid raising improper subjects for discussion. However, if discussion of any inappropriate topics occurs on any DAOR YPN website, social media or networking outlet or blog, all members participating in the discussion should openly disassociate themselves from such discussions, and inform the DAOR YPN Committee., Chair or DAOR Staff immediately. The DAOR YPN Committee. Chair or DAOR Staff shall then take immediate steps to correct the problem and report the situation as necessary to the Board of Directors of the DAOR.

8.3 DAOR YPN will follow the Alcohol Policy adopted by the DAOR at all of the functions.

8.4 All members of other REALTOR® associations and multiple listing services that have reciprocal agreements with the Association's multiple listing service vendor are entitled to attend any meeting or event conducted by the DAOR YPN.

ARTICLE X COMMUNICATION All communication informing DAOR YPN Members, of events, functions etc will be distributed from the DAOR, using mail, email, and/or social media. All written notices, speaker requests, representations, fund raisers, or other advertisements must be presented in writing to and approved by the Association's Executive Vice President.

ARTICLE XI SPONSORS Sponsors will be DAOR Affiliates and/or outside businesses (example: restaurants). In the future, if, brokers are needed to be used as sponsors, they will have the same level of contribution.