

COMMITTEES & TASK FORCES

GOVERNMENT AFFAIRS COMMITTEE

Purpose: To monitor local city and county meetings and issues affecting our communities and industry, while providing education on advocacy.

Key Responsibilities of the Government Affairs Committee

- Monitor city and county meetings, and policies affecting the real estate industry and local community.
- Engage with policymakers to advocate for initiatives that benefit members and the industry.
- Keep members informed about relevant legislative and regulatory issues.
- Encourage member participation in advocacy efforts and local government initiatives.
- Committee budget of \$1,000, typically spent on legislative Meet & Greets with candidates.

Meeting Schedule

- This committee meets up to 6 times a year, in-person at the FMR Office.
- Meetings are generally held January through November.

Time Commitment

Meetings generally last one hour. Committee members should also expect to spend 2-4 hours between meetings attending local government meetings and preparing reports.

Committee Member Criteria

- Interest in local government, public policy, and issues affecting the real estate industry.
- Ability to attend city and county meetings and stay informed on legislative developments.
- Strong communication and interpersonal skills to engage with policymakers, members, and community stakeholders.
- Able to contribute ideas and collaborate with the committee on advocacy initiatives.

FMR Staff Liaison:

Katie Johansen, *Communications & Advocacy Manager*
katie@fmrealtor.com
701-235-6679

Maximum size: 15 volunteers

RPAC DISTRIBUTION SUBCOMMITTEE

Purpose: To evaluate and recommend local REALTORS® Political Action Committee (RPAC) funding allocations in support of candidates who advance REALTOR® interests and protect private property rights.

Key Responsibilities of the RPAC Distribution Subcommittee

- Review and evaluate local candidates seeking RPAC support based on their positions on issues affecting real estate.
- Conduct interviews with candidates to assess alignment with REALTOR® priorities.
- **Recommend candidates for RPAC support to the FMR Board of Directors, in coordination with the North Dakota Association of REALTORS® and RPAC Trustees.**

Meeting Schedule

- This subcommittee meets as needed, in-person at the FMR Office, during election years.

Time Commitment

Interview days can last 3-4 hours. Subcommittee members should also expect to spend 1-2 hours between meetings reviewing candidate information or preparing for interviews.

Subcommittee Member Criteria

- **Current RPAC or Issues investor.**
- Enthusiastic about advocacy and local real estate issues.
- Familiar with, or willing to learn, the local political landscape.
- Objective, fair, and able to evaluate candidates based on issue positions, not party affiliation.
- Committed to protecting REALTOR® interests through informed decision-making.
- Comfortable with professional, nonpartisan discussions.
- Subcommittee members may not also serve on the RPAC Fundraising Committee.

FMR Staff Liaison:

Marti Kaiser, CEO
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701-235-6679

Maximum size: 10 volunteers

Katie Johansen, Communications & Advocacy Manager
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701-235-6679

RPAC FUNDRAISING COMMITTEE

Purpose: To promote member investment in the REALTORS® Political Action Committee (RPAC) and Issues Mobilization (Issues).

Key Responsibilities of the RPAC Fundraising Committee

- Plan and coordinate annual RPAC and Issues fundraising activities, events, and campaigns.
- Collaborate with FMR staff to manage event logistics, promotion, and materials.
- Educate members about the importance and impact of RPAC and Issues.
- Work with NDAR and NAR to meet fundraising goals and recognition benchmarks.
- Ensure compliance with RPAC fundraising rules and requirements, as set by NAR and the FEC.
- Committee budget of \$1,000 to use on items for office visits, swag, or contest prizes
- FMR invests \$2,500 to MNR and NDAR, with the split determined by committee.

Meeting Schedule

- This committee meets 6 times a year, in-person at the FMR Office.
- Meetings are generally held January through October.

Time Commitment

Meetings generally last one hour. Committee members should also expect to spend 2-5 hours between meetings planning and executing events, as well as promoting investment.

Committee Member Criteria

- **Current RPAC or Issues investor.**
- Enthusiastic about advocacy and REALTOR® Party engagement.
- Outgoing and comfortable asking for investments in a professional manner.
- Creative and resourceful in planning events and campaigns.
- Willing to work closely with staff and fellow committee members to support successful fundraising.
- Committee members may not also serve on the RPAC Distribution Subcommittee.

FMR Staff Liaisons:

Kelly Sommerfeld, Finance & Membership Manager
kelly@fmrealtor.com
701-235-6679

Maximum size: 10 volunteers

YPN COMMITTEE

Purpose: To empower, engage, and support real estate professionals of all ages by offering opportunities for networking, leadership development, community involvement, and career growth.

Key Responsibilities of the YPN Committee

- Organize networking events in February and July, professional development opportunities, and quarterly Happy Hour Hangouts, with the goal of connecting members and enhancing career and leadership skills.
- Develop and promote mentorship opportunities linking experienced professionals with emerging leaders.
- Identify and support pathways for professionals to assume leadership roles within FMR.
- Committee budget of \$2,500 to be used on events.

Meeting Schedule

- This committee meets up to 4 times a year, in-person at the FMR Office.
- Meetings are generally held from January through November.

Time Commitment

Meetings generally last one hour. Committee members should also expect to spend 1-2 hours between meetings promoting, helping run, or attending YPN events.

Committee Member Criteria

- Shows an interest in networking, professional development, and community involvement.
- Willing to help plan and actively participate in YPN events, initiatives, and meetings.
- Motivated to develop leadership skills through committee involvement.
- Collaborative and proactive, contributing ideas and energy to support YPN's goals.
- There is **no age restrictions** for this committee.

FMR Staff Liaison:

Katie Johansen, *Communications & Advocacy Manager*
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701-235-6679

Maximum size: None

COMMUNITY OUTREACH TASK FORCE

Purpose: To identify and work with industry-relevant charities and community initiatives that align with FM REALTORS®' mission and values.

Key Responsibilities of the Community Outreach Task Force

- Select three local, industry-relevant, housing-related charities for the year.
- Invite a representative from each charity to speak for 5 minutes at one Connections Event.
- Plan and execute up to three industry-relevant, housing-related charity drives annually.
- Participate in volunteer events in conjunction with each quarterly charity.

Meeting Schedule

- This task force meets 2-4 times a year, in-person at the FMR Office.
- Meetings are generally held January through October.

Time Commitment

Meetings generally last one hour. Task force members should also expect to spend 1-2 hours between meetings researching charities or volunteering at events, including working at a charity table at Connections Events.

Task Force Member Criteria

- Passionate about community outreach, particularly partnering with local, industry-relevant charities to promote FMR members in the community.
- Familiar with local charities, especially those related to housing.
- Reliable and collaborative, with the ability to follow through on time-sensitive tasks.
- Committed to enhancing the association's image through meaningful outreach efforts.

FMR Staff Liaisons:

Schuyler Froehlich, Operations Manager
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701-235-6679

Maximum size: 10 volunteers

CONTINUING EDUCATION TASK FORCE

Purpose: To support and promote high standards of professionalism by recommending and developing educational opportunities for members.

Key Responsibilities of the Continuing Education Task Force

- Identify and recommend CE classes, both in-person and online, that meet current industry needs and state requirements.
- Propose and promote opportunities to enhance ethics, professionalism, and member knowledge, including NAR offerings such as C2EX and Fairhaven.
- Use member feedback and industry trends to keep educational offerings timely and impactful.
- Collaborate with staff and education providers to create innovative, accessible learning experiences.
- Committee budget of \$7,500 to provide two in-person CE classes and one online CE class, with a goal offering 9 total credit hours at no additional cost to members. All other CE offerings must break even.

Meeting Schedule

- This task force meets up to 4 times a year, in-person at the FMR Office.
- Meetings are generally held January through October, to align with planning cycles.

Time Commitment

Meetings generally last one hour. Task force members should also expect to spend 1-2 hours between meetings reviewing topics, researching trends, and preparing recommendations.

Task Force Member Criteria

- Demonstrates a strong commitment to professional growth and industry excellence.
- Actively engaged in real estate and aware of current market challenges.
- Understands licensing and CE requirements in North Dakota and Minnesota.
- Brings fresh ideas, peer feedback, and enthusiasm for enhancing member knowledge.
- Willing to collaborate and provide insight into what members need to stay competitive and professional.

FMR Staff Liaisons:

Schuyler Froehlich, Operations Manager
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701-235-6679

Maximum size: 10 volunteers

MEMBER EVENTS TASK FORCE

Purpose: To oversee the planning of FM REALTORS® events and assist with their execution.

Key Responsibilities of the Member Events Task Force

- Oversee general event planning, including agenda and venue selection.
- Coordinate with staff on catering, logistics, venues, and overall program flow.
- As venues are selected up to 2 years in advance, provide input to staff of future venue locations.
- Arrange invocation/pledge, assist with on-site registration, and encourage event attendance.
- Ensure each event reflects the values, professionalism, and camaraderie of FMR membership.
- Events include: Connections, Golf Outing, Awards Gala, and Annual Party.
- Committee budget of \$4,000 for Annual Party entertainment and decor

Meeting Schedule

- This task force typically meets 2–3 times per year, in person at the FMR office.
- Meetings are scheduled around the time of related events.

Time Commitment

Meetings generally last one hour. Task force members should also expect to spend 1-2 hours between meetings completing tasks related to the events and volunteering at the events.

Task Force Member Criteria

- Passionate about fostering a strong REALTOR® and Business Partner culture
- Reliable, collaborative, and proactive in meeting deadlines and contributing ideas
- Outgoing, creative, detail-oriented, and enthusiastic about engaging members and partners
- Committed to delivering high-quality events that support FMR's mission and strengthen the member community

FMR Staff Liaisons:

Schuyler Froehlich, *Operations Manager*
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701-235-6679

Katie Johansen, *Communications & Advocacy Manager*
sarah@fmrealtor.com
701-235-6679

Maximum size: 15 volunteers

SILENT AND LIVE AUCTIONS TASK FORCE

Purpose: To plan, coordinate, and execute all aspects of silent and live auctions, the primary Issues Mobilization fundraising efforts.

Key Responsibilities of the Silent and Live Auctions Task Force

- Create and manage donation sheets and auction marketing materials, ensuring all information is accurate.
- Solicit, collect, and track auction items to meet established deadlines.
- Categorize items, create titles and descriptions, and photograph each item for event use.
- Support silent and live auction events, assisting with setup and smooth execution.

Meeting Schedule

- This task force meets up to 4 times a year, in-person at the FMR Office.
- Meetings are generally held January through March, leading up to the Annual Party.

Time Commitment

Meetings generally last one hour. Task force members should also expect to spend 3-5 hours between meetings soliciting auction items and preparing for the auctions.

Task Force Member Criteria

- Outgoing and enthusiastic about engaging with members and partners.
- Comfortable requesting auction items and connecting with local businesses.
- Creative and detail-oriented, with a strong interest in event planning.
- Reliable and collaborative, able to follow through on time-sensitive tasks.
- Committed to delivering a high-quality event that supports FMR's mission and members.

FMR Staff Liaisons:

Schuyler Froehlich, Operations Manager

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701-235-6679

Maximum size: 15 volunteers

SPEAKER SELECTION TASK FORCE

Purpose: To select industry-relevant speakers for FM REALTORS® Connections Events and Hot Topics.

Key Responsibilities of the Speaker Selection Task Force

- Identify and select industry-relevant speakers for 3 Connections Events and up to 4 Hot Topics sessions that align with current industry needs.
- Communicate with and reach out to potential community members regarding speaking opportunities.
- Coordinate speaker details with the staff liaison and host speaker at the event.
- Evaluate member feedback to ensure speaker selections remain timely and impactful.

Meeting Schedule

- This task force meets 2-4 times a year, in-person at the FMR Office.
- Meetings are generally held January through October, to align with planning cycles.

Time Commitment

Meetings generally last one hour. Task force members should also expect to spend 1-2 hours between meetings reaching out to, coordinating with, and hosting speakers.

Task Force Member Criteria

- Demonstrates a strong commitment to professional growth and industry excellence.
- Actively engaged in real estate and aware of current market challenges.
- Brings fresh ideas, peer feedback, and enthusiasm for enhancing member knowledge.
- Willing to collaborate and provide insight into what members need to stay competitive and professional.
- Has professional community contacts and/or is willing to reach out to community professionals regarding speaking opportunities.

FMR Staff Liaisons:

Kelly Sommerfeld, *Finance & Membership*
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Maximum size: 7 volunteers