

Some Reflections by Randy Templeman, ABR CRB CRS GRI
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WHAT DO YOU WISH YOU HAD LEARNED BEFORE YOU HAD TAKEN OFFICE?

1. Better delegation skills.
2. How to get more out of NAR and State Association meetings.
3. How to be better organized.
4. The importance of communication between NAR, the State Association and the local Board/Association.
5. Board/Association structure, procedures, and leadership roles.
6. All elected officers are not leadership quality.
7. Don't assume anything.
8. How to motivate the membership to participate in committees and support their Board/Association.
9. NAR and State Association policy positions, grievance/arbitration, rules and procedures, committees.
10. Interworkings of the local Board/Association, the daily nuts and bolts.
11. How to motivate people to volunteer for committee assignments.
12. The amount of meetings held; how to run better meetings; public relations; etc.
13. Training in conflict resolution and long-range planning.
14. More about dealing with the media.

WHAT WAS THE MOST IMPORTANT THING(S) LEARNED AFTER TAKING OFFICE?

1. Decide on goals and the best people to accomplish them. Encourage them and let them go.
2. Surround yourself with good people – officers, directors, and chairpersons.
3. Know the differentiation of staff duties/responsibilities and that of the elected officers.
4. Look further ahead in plans beyond the year served.
5. Think twice before making statements that represent the Board/Association.
6. Understand the importance of a strategic plan, for leadership and for continuity.
7. Do not attempt to please everyone.
8. Structuring committees with committed leadership and members.
9. Define committee goals and purpose.
10. The importance of spokesperson training.
11. Program development prior to taking office; identification of committee chairs one year prior.
12. To treat everyone equally, make no exceptions.
13. Listen!

14. The difficulties in motivation of volunteers.
15. Patience!
16. Knowing the functions of the EO/EVP and staff.
17. A broad understanding of the purposes and goals of the REALTOR organization.
18. That there is no paycheck.
19. That work must be done as a team.
20. Media training and leadership training.
21. Learn to look at the whole picture and not just a personal view of a situation.
22. Serve all the members, no just a selected few.
23. That the President-Elect needs to be kept well informed and to be part of the leadership team.
24. Trust the EO/EVP.
25. The importance of being visible, available, and the value of not wasting time.
26. Start early, get organized, have a plan, and work with staff.
27. How to prioritize.
28. Be flexible.
29. Ask questions before jumping to conclusions.
30. The value of the association and its impact on both members and community.
31. How to foster an effective relationship between the concerns and duties of EO/EVP and President.
32. How to get membership involved and excited about their Board/Association.
33. Share information with everyone.

IN WHAT AREAS SHOULD A BOARD PRESIDENT BE KNOWLEDGEABLE?

1. Who to contact and where.
2. Public speaking.
3. Member needs and how to keep members involved.
4. Dealing with various personalities and being a strong role model.
5. Team building.
6. How to survive without losing business.
7. Presiding, facilitating, and mediating.
8. Realistic goal setting.
9. Delegating and working with an EO/EVP.
10. Financial planning and budgeting.
11. Changes in the real estate industry.
12. Developing leaders.
13. Organization.
14. Being aware of the talent around you.
15. Understanding member needs.
16. Committees and selection of chairpersons.
17. The EO/EVP's role vs. the President's role.
18. NAR make-up and committee purposes, and rules and regulations.
19. Interpersonal relationships.
20. How to be effective for everyone's benefit.

21. Board/Association policy and procedures.

WHAT ADVICE WOULD YOU GIVE AN INCOMING PRESIDENT?

1. Be humble and be sure to ask for help (delegate).
2. Get committee chairs in training as soon as possible.
3. Have the EO/EVP lay out an annual calendar with meetings, activities and administrative deadlines.
4. Do not micro manage, stick to relevant issues.
5. Be realistic in your goals because the year passes very quickly.
6. Be prepared for crises.
7. Keep a sense of humor.
8. Don't take things so personally.
9. Be enthusiastic.
10. Don't be afraid to challenge the system with new ideas.
11. It is amazing what can be accomplished if you don't care who gets the credit.
12. Never lose sight of your first priority: serving the best interests of the Board/Association's members.
13. Learn to delegate.
14. Be available to communicate with the members.
15. Have patience.
16. Work closely with other Officers and the EO/EVP, they are there to help and learn.
17. Share responsibilities.
18. Choose committees and chairpersons carefully; select capable, motivated chairpersons.
19. Get to know as many committee members as possible.
20. Provide written expectations for committees.
21. Be yourself and don't be afraid to ask questions.
22. Avoid taking sides in conflicts; remain "above" the problem until all facts are known.
23. Be honest.
24. Make sure you know what you are talking about.
25. Be firm when necessary, but don't insult.
26. Thank everyone who contributes.

Good luck to everyone this year!