

**BYLAWS**  
of the  
**REALTORS®**  
Association of Lincoln



*As amended by membership August 15, 2012*

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**Bylaws**

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**BYLAWS OF THE  
REALTORS® ASSOCIATION OF LINCOLN**

A Non-Profit Corporation

**Article 1 - Name**

SECTION 1.1 Name. The name of this organization shall be the REALTORS® Association of Lincoln, hereafter referred to as the "Association".

SECTION 1.2 REALTOR®. Inclusion and retention of the Registered Collective Membership Mark REALTORS® in the name of the Association shall be governed by the Constitution and Bylaws of the NATIONAL ASSOCIATION OF REALTORS® as from time to time amended.

**Article 2 - Objectives**

The objectives of the Association are:

SECTION 2.1 To unite those engaged in the recognized branches of the real estate profession for the purpose of exerting a beneficial influence upon the profession and related interests.

SECTION 2.2 To promote and maintain high standards of conduct in the real estate profession as expressed in the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®.

SECTION 2.3 To provide a unified medium for real estate owners and those engaged in the real estate profession whereby their interests may be safeguarded and advanced.

SECTION 2.4 To further the interests of home and other real property ownership.

SECTION 2.5 To unite those engaged in the real estate profession in this community with the Nebraska REALTORS® Association and the NATIONAL ASSOCIATION OF REALTORS®, thereby furthering their own objectives throughout the state and nation, and obtaining the benefits and privileges of membership therein.

SECTION 2.6 To designate, for the benefit of the public, individuals authorized to use the term REALTOR® and REALTORS® as licensed, prescribed, and controlled by the NATIONAL ASSOCIATION OF REALTORS®.

### Article 3 - Jurisdiction

SECTION 3.1 The territorial jurisdiction of the Association as a Member Association of the NATIONAL ASSOCIATION OF REALTORS® shall include the corporate limits of the City of Lincoln, Nebraska, that portion of Lancaster County outside the corporate limits of the City of Lincoln, and such other areas as may be allocated by the Board of Directors of the NATIONAL ASSOCIATION OF REALTORS®.

SECTION 3.2 Territorial jurisdiction is defined to mean:

The right and duty to control the use of the term REALTOR® and REALTORS®, subject to the conditions set forth in these Bylaws and those of the NATIONAL ASSOCIATION OF REALTORS®, in return for which the Association agrees to protect and safeguard the property rights of the National Association in the terms.

### Article 4 - Membership

SECTION 4.1 Classes of Membership. There shall be seven classes of membership as follows:

(a) REALTOR® Members. REALTOR® Members, whether primary or secondary, shall be:

(1) Individuals who, as sole proprietors, partners, corporate officers or branch office managers, are engaged actively in the real estate profession, including buying, selling, exchanging, renting or leasing, managing, appraising for others for compensation, counseling, building, developing, or subdividing real estate, and who maintain or are associated with an established real estate office in the state of Nebraska or a state contiguous thereto. All persons who are partners in a partnership, or all officers in a corporation who are actively engaged in the real estate profession within the state or a state contiguous thereto shall qualify for REALTOR® Membership only, and each is required to hold REALTOR® Membership (except as provided in the following paragraph) in a Board of REALTORS® within the state or state contiguous thereto unless otherwise qualified for Institute Affiliate Membership as described in Section 4.1(b).

In the case of a real estate firm, partnership, or corporation, whose business activity is substantially all commercial, only those principals actively engaged in the real estate business in connection with the sale office, or any other offices within the jurisdiction of the board in which one of the firm's principals holds REALTOR® membership, shall be required to hold REALTOR® membership unless otherwise qualified for Institute Affiliate Membership as described in Section 4.1(b).

(2) Individuals who are engaged in the real estate profession, other than as sole proprietors, partners, corporate officers, or branch office managers and are associated with a REALTOR<sup>®</sup> Member and meet the qualifications set out in Section 5.2(b).

(3) Corporate officers (who may be licensed or unlicensed) of a real estate brokerage franchise organization with at least 150 franchisees located within the United States, its insular possessions and the commonwealth of Puerto Rico, elected to membership pursuant to the provisions in the NAR Constitution and Bylaws. Such individuals shall enjoy all of the rights, privileges and obligations of REALTOR<sup>®</sup> membership (including compliance with the Code of Ethics) except: obligations related to Association mandated education, meeting attendance, or indoctrination classes or other similar requirements; the right to use the term REALTOR<sup>®</sup> in connection with their franchise organization's name; and the right to hold elective office in the local Association, State Association and National Association.

(4) Primary and Secondary REALTOR<sup>®</sup> Members. An individual is a primary Member if the Association pays state and National dues based on such Member. An individual is a secondary Member if state and National dues are remitted through another Association. One of the principals in a real estate firm must be a Designated REALTOR<sup>®</sup> Member of the Association in order for licensees affiliated with the firm to select the Association as their "primary" Association.

(5) Designated REALTOR<sup>®</sup> Members. Each firm shall designate in writing one REALTOR<sup>®</sup> Member who shall be responsible for all duties and obligations of Membership including the obligation to arbitrate pursuant to Article 17 of the Code of Ethics and the payment of Association dues as established in Article 10 of the Bylaws. The "Designated REALTOR<sup>®</sup>" must be a sole proprietor, partner, corporate officer or branch office manager acting on behalf of the firm's principal(s) and must meet all other qualifications for REALTOR<sup>®</sup> Membership established in Section 4.1(a) of the Bylaws.

(b) Institute Affiliate Members. Institute Affiliate Members shall be individuals who hold a professional designation awarded by an Institute, Society, or Council affiliated with the NATIONAL ASSOCIATION OF REALTORS<sup>®</sup> that addresses a specialty area other than residential brokerage or individuals who otherwise hold a class of membership in such Institute, Society or Council that confers the right to hold office. Any such individual, if otherwise eligible, may elect to hold REALTOR<sup>®</sup> or REALTOR<sup>®</sup>-ASSOCIATE membership, subject to payment of applicable dues for such membership.

(c) Affiliate Members. Affiliate Members shall be real estate owners and other individuals or firms who, while not engaged in the real estate profession as defined in

paragraphs (a) or (b) of this Section, have interests requiring information concerning real estate, and are in sympathy with the objectives of the Association.

(d) Public Service Members. Public Service Members shall be individuals who are interested in the real estate profession as employees of or affiliated with educational, public utility, governmental or other similar organizations, but are not engaged in the real estate profession on their own account or in association with an established real estate business.

(e) REALTOR® Emeritus Members. REALTOR® Emeritus Members shall include REALTOR® members who have been granted REALTOR® Emeritus status by the National Association of REALTORS® and have been REALTOR® members of the REALTORS® Association of Lincoln for not less than five years. REALTOR® Emeritus Members are not required to pay Association dues.

(f) Honorary Life Members. Honorary Life Members shall be individuals who have performed notable service for the real estate profession, for the Association, or for the public and who were REALTOR® members of the REALTORS® Association of Lincoln for more than 25 years, but are no longer engaged in the real estate profession.

(g) Student Members. Student Members shall be individuals who are seeking an undergraduate or graduate degree with a specialization or major in real estate at institutions of higher learning, and who have completed at least two years of college and at least one college level course in real estate, but are not engaged in the real estate profession on their own account or not associated with an established real estate office.

## Article 5 - **Qualification and Election**

SECTION 5.1 Application. Application for membership shall be made in such manner and form as may be prescribed by the Board of Directors and made available to anyone requesting it. The application form shall contain among the statements to be signed by the applicant (1) that applicant agrees as a condition to membership to thoroughly familiarize himself/herself with the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, the Constitutions, Bylaws, and Rules and Regulations of the local Association, the State and National Associations, and if elected a Member, will abide by the Constitutions, Bylaws and Rules and Regulations of the local Association, State and National Associations, and if a REALTOR® Member, will abide by the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® including the obligation to arbitrate controversies arising out of real estate transactions as specified by Article 17 of the Code of Ethics, and as further specified in the Code of Ethics and Arbitration Manual of the NATIONAL ASSOCIATION OF REALTORS®, as from time to time amended, and (2) that applicant consents that the Association may invite and receive information and comment about applicant from any Member or other persons, and that applicant agrees that any information and comment furnished to the Association by any person in response to the invitation shall be conclusively deemed to be privileged and not form the basis of



any action for slander, libel, or defamation of character. The applicant shall, with the form of application, have access to a copy of the Bylaws, Constitution, Rules and Regulations, and Code of Ethics referred to above.

SECTION 5.2 Qualification.

(a) An applicant for REALTOR® Membership who is a sole proprietor, partner, corporate officer or branch office manager of a real estate firm shall supply evidence satisfactory to the Association that applicant is actively engaged in the real estate profession, and maintains a current, valid real estate broker's or salesperson's license or is licensed, certified or registered by an appropriate state regulatory agency to engage in the appraisal of real property, has a place of business within Nebraska or an adjoining state (unless a secondary member) has no record of recent or pending bankruptcy, and has no record of official sanctions involving unprofessional conduct, agrees to complete a course of instruction covering the Bylaws and Rules and Regulations of the Association, the Bylaws of the State Association, the Constitution and Bylaws and Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, and a course of instruction in fair housing law and practice in real estate, and shall pass such reasonable and non-discriminatory written examinations thereon, as may be required by the Association, and shall agree in writing that if elected to membership applicant will abide by the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, and the Bylaws and Rules and Regulations of the REALTORS® Association of Lincoln, the Nebraska REALTORS® Association and the NATIONAL ASSOCIATION OF REALTORS®.

(b) Individuals who are actively engaged in the real estate profession other than as sole proprietors, partners, corporate officers, or branch office managers in order to qualify for REALTOR® Membership, shall at the time of application, be associated either as an employee or as an independent contractor with a Designated REALTOR® Member of the Association or a Designated REALTOR® Member of another Association (if a secondary member) and must maintain a current, valid real estate broker's or salesperson's license or be licensed, certified or registered by an appropriate state regulatory agency to engage in the appraisal of real property, shall complete a course of instruction covering the Bylaws and Rules and Regulations of the Association, the Bylaws of the State Association, and the Constitution and Bylaws and Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® and a course of instruction in fair housing law and practice in real estate and shall pass such reasonable and nondiscriminatory written examinations thereon as may be required by the Association and shall agree in writing that if elected to membership applicant will abide by the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, and by the Constitution, Bylaws, and Rules and Regulations of the local Association, State Association, and the National Association.

SECTION 5.3 Election. The procedure for election to membership shall be as follows:

(a) The chief staff executive (or duly authorized designee) shall determine whether the Applicant is applying for the appropriate class of membership. If the Association has adopted provisional membership, Applicants for REALTOR® membership may be granted provisional membership immediately upon submission of a completed application form and remittance of applicable Association dues and any application fee. Provisional members shall be considered REALTORS® and shall be subject to all of the same privileges and obligations of membership. Provisional membership is granted subject to final review of the application by the Board of Directors.

(b) If the Board of Directors determines that the individual does not meet all of the qualifications for membership as established in the Association's Bylaws, or, if the individual does not satisfy all of the requirements of membership (for example, completion of a mandatory orientation program) within 180 days from the Association's receipt of their application, membership may, at the discretion of the Board of Directors, be terminated. In such instances, dues shall be returned to the individual less a prorated amount to cover the number of days that the individual received Association services and any application fee. The Board of Directors shall vote on the Applicant's eligibility for membership. If the Applicant receives a majority vote of the Board of Directors, he/she shall be declared elected to membership and shall be advised by written notice.

(c) The Board of Directors may not reject an application without providing the Applicant with advance notice of the findings, an opportunity to appear before the Board of Directors, to call witnesses on his/her behalf, to be represented by counsel, and to make such statements as he/she deems relevant. The Board of Directors may also have counsel present. The Board of Directors shall require that written minutes be made of any hearing before it or may electronically or mechanically record the proceedings.

(d) If the Board of Directors determines that the application should be rejected, it shall record its reasons with the chief staff executive (or duly authorized designee). If the Board of Directors believes that denial of membership to the Applicant may become the basis of litigation and a claim of damage by the Applicant, it may specify that denial shall become effective upon entry in a suit by the Association for a declaratory judgment by a court of competent jurisdiction of a final judgment declaring that the rejection violates no rights of the Applicant. (Adopted 1/98, Amended 1/05)

SECTION 5.4 Status Changes.

(a) A REALTOR® who changes the conditions under which REALTOR® holds membership shall be required to provide written notification to the Association within 30 days. A REALTOR® (non-principal) who becomes a principal in the firm with which REALTOR® has been licensed or, alternatively, becomes a principal in a new firm which will be comprised of REALTOR® principals may be required to satisfy any

previously unsatisfied membership requirements applicable to REALTOR® (principal) Members but shall, during the period of transition from one status of membership to another, be subject to all of the privileges and obligations of a REALTOR® (principal). If the REALTOR® (non-principal) does not satisfy the requirements established in these Bylaws for the category of membership to which they have transferred within 60 days of the date they advised the Association of their change in status, their new membership application will terminate automatically unless otherwise so directed by the Board of Directors.

A REALTOR® who is transferring their license from one firm comprised of REALTOR® principals to another firm comprised of REALTOR® principals shall be subject to all of the privileges and obligations of membership during the period of transition. If the transfer is not completed within 60 days of the date the Board is advised of the disaffiliation with the current firm, membership will terminate automatically unless otherwise so directed by the Board of Directors. The Board of Directors, at its discretion, may waive any qualification which the applicant has already fulfilled in accordance with the Board's Bylaws.

(b) Any application fee related to a change in membership status shall be reduced by an amount equal to any application fee previously paid by the applicant.

(c) Dues shall be prorated from the first day of the quarter in which the Member is notified of election by the Board of Directors and shall be based on the new membership status for the remainder of the year.

SECTION 5.5 Mandatory Education Requirements for REALTOR® Members. The Board of Directors may, by majority vote of the directorate, require REALTOR® Members to attend on a biannual basis, continuing education programs composed of not more than six cumulative hours of instruction with respect to REALTOR® Member practices involving anti-trust laws, agency laws, civil rights, fair housing and equal opportunity laws, or the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®. If the Board of Directors mandates any such educational program, the Association may impose penalties for failure to attend of a fine not exceeding \$500.00, or termination of membership.

SECTION 5.6 New Member Code of Ethics Orientation. Applicants for REALTOR® membership shall complete an orientation program on the Code of Ethics of not less than two hours and thirty minutes of instructional time. This requirement does not apply to Applicants for REALTOR® memberships who have completed comparable orientation in another association, provided that REALTOR® membership has been continuous, or that any break in membership is for one year or less. Failure to satisfy this requirement within six months of the date of application, will result in denial of the membership application.

SECTION 5.7 REALTOR® Code of Ethics Training. Effective January 1, 2017, through December 31, 2018, and for successive two year periods thereafter, each REALTOR®

Member of the Association (with the exception of REALTOR® Members granted REALTOR® Emeritus status by the National Association) shall be required to complete ethics training of not less than two (2) hours and thirty (30) minutes of instructional time. This requirement will be satisfied upon presentation of documentation that the Member has completed a course of instruction conducted by this or another association, the State Association of REALTORS®, the NATIONAL ASSOCIATION OF REALTORS®, or any other recognized educational institution or provider which meets the learning objectives and minimum criteria established by the NATIONAL ASSOCIATION OF REALTORS® from time to time. REALTOR® Members who have completed training as a requirement of membership in another association and REALTOR® Members who have completed the New Member Code of Ethics Orientation during any two (2) year cycle shall not be required to complete additional ethics training until a new two (2) year cycle commences.

Failure to satisfy the required periodic ethics training shall be considered a violation of a membership duty. Failure to meet the requirement in any two (2) year cycle will result in suspension of membership for the first two months (January and February) of the year following the end of any two (2) cycle or until the requirement is met, whichever occurs sooner. On March 1 of that year, the membership of a Member who is still suspended as of that date will be automatically terminated.

## Article 6 - Privileges and Obligations

SECTION 6.1 General Statement. The privileges and obligations of Members, in addition to those otherwise provided in these Bylaws shall be as specified in this Article.

SECTION 6.2 Violation of Bylaws and Rules. Any Member of the Association may be reprimanded, fined, placed on probation, suspended, or expelled by the Board of Directors for a violation of these Bylaws and Association Rules and Regulations not inconsistent with these Bylaws, after a hearing as provided in the Code of Ethics and Arbitration Manual of the NATIONAL ASSOCIATION OF REALTORS®. Although Members other than REALTORS® are not subject to the Code of Ethics nor its enforcement by the Association, such Members are encouraged to abide by the principles established in the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® and conduct their business and professional practices accordingly. Further, Members other than REALTORS® shall be subject to discipline as described above, for any conduct, which in the opinion of the Board of Directors applied on a nondiscriminatory basis, reflects adversely on the terms REALTOR® or REALTORS®, and the real estate industry, or for conduct that is inconsistent with or adverse to the objectives and purposes of the local Association, the State Association, and the NATIONAL ASSOCIATION OF REALTORS®, providing no discipline shall be imposed upon such Members until after a hearing before the Board of Directors, at which appropriate due process is extended to such Member.

SECTION 6.3 Hearing and Discipline. Any REALTOR® Member of the Association may be disciplined by the Board of Directors for violations of the Code of Ethics or other duties of membership, after a hearing as described in the Code of Ethics and Arbitration Manual of the NATIONAL ASSOCIATION OF REALTORS®, provided that the discipline imposed is consistent

with the discipline authorized by the Professional Standards Committee of the NATIONAL ASSOCIATION OF REALTORS® as set forth in the Code of Ethics and Arbitration Manual of the NATIONAL ASSOCIATION OF REALTORS®.

SECTION 6.4 Resignation of Members. Resignations of Members shall become effective when received in writing by the Board of Directors, provided, however, that if any Member submitting the resignation is indebted to the Association for dues, fees, fines, or other assessments of the Association or any of its services, departments, divisions, or subsidiaries, the Association may condition the right of the resigning Member to reapply for membership upon payment in full of all such monies owed. The right of the Association to pursue the collection of any such monies owed shall not be impaired by resignation of a Member.

SECTION 6.5 Reapplying for Membership. If a Member resigns from the Association or otherwise causes membership to terminate with an ethics complaint pending, the complaint shall be processed until the decision of the association with respect to disposition of the complaint is final by this association (if respondent does not hold membership in any other association) or by any other association in which the respondent continues to hold membership. If an ethics respondent resigns or otherwise causes membership in all Boards to terminate before an ethics complaint is filed alleging unethical conduct occurred while the respondent was a REALTOR®, the complaint, once filed, shall be processed until the decision of the association with respect to disposition of the complaint is final. In any instance where an ethics hearing is held subsequent to an ethic respondent's resignation or membership termination, any discipline ratified by the Board of Directors shall be held in abeyance until such time as the respondent rejoins an association of REALTORS®.

SECTION 6.6 Arbitration After Resignation. If a member resigns or otherwise causes membership to terminate, the duty to submit to arbitration continues in effect even after membership lapses or is terminated, provided that the dispute arose while the former member was a REALTOR®.

SECTION 6.7 REALTOR® Members. REALTOR® Members, whether primary or secondary, in good standing whose financial obligations to the Association are paid in full shall be entitled to vote and to hold elective office in the Association; may use the term "REALTOR®" or "REALTORS®" which use shall be subject to the provisions of Article 8; and have the primary responsibility to safeguard and promote the standards, interests and welfare of the Association and the real estate profession.

- (a) If a REALTOR® Member is a principal in a firm, partnership, or corporation and is suspended or expelled, the firm, partnership, or corporation shall not use the terms REALTOR® or REALTORS® in connection with its business during the period of suspension, or until readmission to REALTOR® Membership, or unless connection with the firm, partnership, or corporation is severed, whichever may apply. The membership of all other principals, partners, or corporate officers shall suspend or terminate during the period of suspension of the disciplined Member, or until readmission of the disciplined Member, or unless connection of the disciplined Member with the firm, partnership, or corporation is severed, whichever may apply.

Further, the membership of REALTORS® other than principals who are employed by or affiliated as independent contractors with the disciplined Member shall suspend or terminate during the period of suspension of the disciplined Member or until readmission of the disciplined Member or until connection of the disciplined Member with the firm, partnership, or corporation is severed, or unless the REALTOR® Member (non-principal) elects to sever their connection with the REALTOR® and affiliate with another REALTOR® Member in good standing in the Association, whichever may apply. If a REALTOR® Member who is other than a principal in a firm, partnership, or corporation is suspended or expelled, the use of the terms REALTOR® or REALTORS® by the firm, partnership, or corporation shall not be affected.

(b) In any action taken against a REALTOR® Member for suspension or expulsion under Section 6.7(a) hereof, notice of such action shall be given to all REALTORS® employed by or affiliated as independent contractors with such REALTOR® Member and they shall be advised that the provisions in Section 6.7(a) shall apply.

SECTION 6.8 Institute Affiliate Members. Institute Affiliate Members shall have rights and privileges and be subject to obligations prescribed by the Board of Directors consistent with the Constitution and Bylaws of the NATIONAL ASSOCIATION OF REALTORS®.<sup>1</sup>

SECTION 6.9 Affiliate Members. Affiliate Members shall have rights and privileges and be subject to obligations prescribed by the Board of Directors.

SECTION 6.10 Public Service Members. Public Service Members shall have rights and privileges and be subject to obligations prescribed by the Board of Directors.

SECTION 6.11 REALTOR® Emeritus Members. REALTOR® Emeritus Members shall have all the rights and privileges of Active Members.

SECTION 6.12 Honorary Life Members. Honorary Life Membership shall confer only the right to attend meetings and participate in discussions.

SECTION 6.13 Student Members. Student Members shall have rights and privileges and be subject to obligations prescribed by the Board of Directors.

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<sup>1</sup>Local associations establish the rights and privileges to be conferred on Institute Affiliate Members except that no Institute Affiliate Member may be granted the right to use the term REALTOR®, REALTOR-ASSOCIATE®, or the REALTOR® logo; to serve as President of the local association; or to be a Participant in the local association's Multiple Listing Service. (Amended 1/02)

SECTION 6.14 Affiliate Members. Should an Affiliate Member engage in activities in conflict with the objectives of the Association, any REALTOR® Member may file a written complaint with the Executive Vice President of the Association requesting that such actions be considered by the Board of Directors. The matter shall be set for hearing before the Board of Directors and such Affiliate Member shall be given a copy of the complaint and notice of such hearing. After hearing, if the Board of Directors determines that the Affiliate Member has taken actions which are in opposition to the objectives of the Association, the Association may terminate the membership of the Affiliate Member.

SECTION 6.15 Certification by REALTOR®. "Designated" REALTOR® Members of the Association shall certify to the Association at such times as may be directed by the Board of Directors, on a form provided by the Association, a complete listing of all individuals licensed with the REALTOR®'s office(s) within the jurisdiction of the Association and shall designate a primary Association for each individual who holds membership. Designated REALTORS® shall also identify any non-member licensees in the REALTOR®'s office (s) and if Designated REALTOR® dues have been paid to another Association based on the non-member licensees, the Designated REALTOR® shall identify the Association to which dues have been remitted. These declarations shall be used for purposes of calculating dues under Section 10.2(a) of the Bylaws. "Designated" REALTOR® Members shall also notify the Association of any additional individual(s) licensed with the firm(s) within 30 days of the date of affiliation or severance of the individual.

SECTION 6.16 Harassment. Any Member of the Association may be reprimanded, placed on probation, suspended or expelled for harassment of an Association or MLS employee or Association Officer or Director after an investigation in accordance with the procedures of the Association. As used in this Section, harassment means any verbal or physical conduct including threatening or obscene language, unwelcome sexual advances, stalking, actions including strikes, shoves, kicks, or other similar physical contact, or threats to do the same, or any other conduct with the purpose or effect of unreasonably interfering with an individual's work performance by creating a hostile, intimidating or offensive work environment. The decision of the appropriate disciplinary action to be taken shall be made by the investigatory team comprised of the President, Vice President and one member of the Board of Directors selected by the highest ranking officer not named in the complaint, upon consultation with legal counsel for the Association. Disciplinary action may include any sanction authorized in the Association's Code of Ethics and Arbitration Manual. If the complaint names the President or Vice President, they may not participate in the proceedings and shall be replaced by the Immediate Past President or, alternatively, by another member of the Board of Directors selected by the highest ranking officer not named in the complaint.

## Article 7 - **Professional Standards Committee**

SECTION 7.1 The responsibility of the Association and of Association Members relating to the enforcement of the Code of Ethics, the disciplining of Members, and the arbitration of disputes, and the organization and procedures incident thereto shall be governed by the Code of Ethics and Arbitration Manual of the NATIONAL ASSOCIATION OF REALTORS®, as amended from

time to time, which is by this reference incorporated into these Bylaws, provided, however, that any provision deemed inconsistent with state law shall be disregarded. Specifically, any provision in the Code of Ethics and Arbitration Manual requiring or seeking to enforce mandatory arbitration or imposing sanctions for failure to arbitrate shall be disregarded unless permitted by state law.

SECTION 7.2 It shall be the duty and responsibility of every REALTOR® Member of the Association to abide by the Bylaws and the Rules and Regulations of the Association, the Constitution and Bylaws of the State Association, the Constitution and Bylaws of the NATIONAL ASSOCIATION OF REALTORS®, and to abide by the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, including the duty to arbitrate controversies arising out of real estate transactions as specified by Article 17 of the Code of Ethics.

#### Article 8 - Use of the Terms REALTOR® and REALTORS®

SECTION 8.1 Use of the term REALTOR® and REALTORS® by Members shall at all times be subject to the provisions of the Constitution and Bylaws of the NATIONAL ASSOCIATION OF REALTORS® and to the Rules and Regulations prescribed by its Board of Directors. The Association shall have the authority to control, jointly and in full cooperation with the NATIONAL ASSOCIATION OF REALTORS®, use of the terms within its jurisdiction. Any misuse of the terms by Members is a violation of a membership duty and may subject Members to disciplinary action by the Board of Directors after a hearing as provided for in the Association's Code of Ethics and Arbitration Manual.

SECTION 8.2 REALTOR® Members of the Association shall have the privilege of using the term REALTOR® or REALTORS® in connection with their places of business within Nebraska or an adjoining state so long as they remain REALTOR® Members in good standing. No other class of Members shall have this privilege.

SECTION 8.3 A REALTOR® Member who is a principal of a real estate firm, partnership, or corporation may use the terms REALTOR® and REALTORS® only if all the principals of such firm, partnership, or corporation who are actively engaged in the real estate profession within Nebraska or an adjoining state are REALTOR® Members of the Association or Institute Affiliate Members as describe in Section 4.1(b).

In the case of a REALTOR® member who is a principal of a real estate firm, partnership, or corporation whose business activity is substantially all commercial, the right to use the term REALTOR® or REALTORS® shall be limited to office locations in which a principal, partner, corporate officer, or branch office manager of the firm, partnership, or corporation holds REALTOR® membership. If a firm, partnership, or corporation operates additional places of business in which no principal, partner, corporate officer, or branch office manager holds REALTOR® membership, the term REALTOR® or REALTORS® may not be used in any reference to those additional places of business.



SECTION 8.4 Institute Affiliate Members shall not use the terms REALTOR® or REALTORS® nor the imprint of the emblem seal of the NATIONAL ASSOCIATION OF REALTORS®.

#### Article 9 - **State and National Memberships**

SECTION 9.1 The Association shall be a Member of the NATIONAL ASSOCIATION OF REALTORS® and of the Nebraska REALTORS® Association. By reason of the Association's Membership, each REALTOR® Member of the Member Association shall be entitled to membership in the NATIONAL ASSOCIATION OF REALTORS® and the Nebraska REALTORS® Association, without further payment of dues. The Association shall continue as a Member of the State and National Associations, unless by a majority vote of all its REALTOR® Members, decision is made to withdraw, in which case the State and National Associations shall be notified at least one month in advance of the date designated for the termination of such membership.

SECTION 9.2 The Association recognizes the exclusive property rights of the NATIONAL ASSOCIATION OF REALTORS® in the terms REALTOR® and REALTORS®. The Association shall discontinue use of the terms in any form in its name upon ceasing to be a Member of the National Association, or upon a determination by the Board of Directors of the National Association that it has violated the conditions imposed upon the terms.

SECTION 9.3 The Board adopts the Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® and agrees to enforce the Code among its REALTOR® Members. The Association and all of its Members agree to abide by the Constitution, Bylaws, Rules and Regulations and policies of the NATIONAL ASSOCIATION OF REALTORS® and the Nebraska REALTORS® Association.

#### Article 10 - **Dues, Fees, and Finances**

SECTION 10.1 Application Fee. The Board of Directors may adopt an application fee for REALTOR® Membership in a reasonable amount, not exceeding three times the amount of the annual dues for REALTOR® Membership, which shall be required to accompany each application for REALTOR® Membership, and which shall become the property of the Association upon final approval of the application.

SECTION 10.2 Dues. The annual dues of Members shall be as follows:

- (a) Designated REALTOR® Members. The annual dues of each Designated REALTOR® Member shall be in such an amount as established annually by the Board of Directors plus an amount equal to such amount times the number of real estate licensees and registered, licensed or certified appraisers who (1) are employed or affiliated as independent contractors, or who are otherwise directly or indirectly

licensed with such REALTOR<sup>®</sup> Member and (2) are not REALTOR<sup>®</sup> Members of any Association in the state or a state contiguous thereto or Institute Affiliate Members of the Association. In calculating the dues payable to the Association by a Designated REALTOR<sup>®</sup> Member, non-member licensee as defined in 10.2(a)(2) of this paragraph shall not be included in the computation of dues if the Designated REALTOR<sup>®</sup> has paid dues based on said non-member licensees in another Association in the state or a state contiguous thereto, provided the Designated REALTOR<sup>®</sup> notifies the Association in writing of the identity of the Association to which dues have been remitted. In the case of a Designated REALTOR<sup>®</sup> Member in a firm, partnership, or corporation whose business activity is substantially all commercial, any assessments for non-member licensees shall be limited to licensees affiliated with the Designated REALTOR<sup>®</sup> (as defined in (1) and (2) of this paragraph) in the office where the Designated REALTOR<sup>®</sup> holds membership, and any other offices of the firm located within the jurisdiction of this Board.

(1) For the purpose of this Section, a REALTOR<sup>®</sup> Member of this Association shall be held to be any Member who has a place or places of business within the state or a state contiguous thereto and who, as a principal, partner, corporate officer, or branch office manager of a real estate firm, partnership, or corporation, is actively engaged in the real estate profession as defined in Article III, Section 1, of the Constitution of the NATIONAL ASSOCIATION OF REALTORS<sup>®</sup>. An individual shall be deemed to be licensed with a REALTOR<sup>®</sup> if the license of the individual is held by the REALTOR<sup>®</sup>, or by any broker who is licensed with the REALTOR<sup>®</sup>, or by any entity in which the REALTOR<sup>®</sup> has a direct or indirect ownership interest and which is engaged in other aspects of the real estate business (except as provided for in Section 10.2(a)(2)) provided that such licensee is not otherwise included in the computation of dues payable by the principal, partner, corporate officer or branch office manager of the entity.

(2) A REALTOR<sup>®</sup> with a direct or indirect ownership interest in an entity engaged exclusively in soliciting and/or referring clients and customers to the REALTOR<sup>®</sup> for consideration on a substantially exclusive basis shall annually file with the Association on a form approved by the Association a list of the licensees affiliated with that entity and shall certify that all of the licensees affiliated with the entity are solely engaged in referring clients and customers and are not engaged in listing, selling, leasing, renting, managing, counseling or appraising real property. The individuals disclosed on such form shall not be deemed to be licensed with the REALTOR<sup>®</sup> filing the form for purposes of this paragraph and shall not be included in calculating the annual dues of the Designated REALTOR<sup>®</sup>.

(3) The exemption for any licensee included on the certification form shall automatically be revoked upon the individual being engaged in real estate

licensed activities (listing, selling, leasing, renting, managing, counseling, or appraising real property) other than referrals, and dues for the current fiscal year shall be payable.

(4) Membership dues shall be prorated for any licensee included on a certification form submitted to the Association who during the same calendar year applies for REALTOR® or REALTOR-ASSOCIATE® membership in the Association. However, membership dues shall not be prorated if the licensee held REALTOR® or REALTOR-ASSOCIATE® membership during the preceding calendar year.

(5) Dues for REALTOR® Members who are employed or affiliated with a Designated REALTOR® Member shall be waived for the period in which the REALTOR® Member is serving active military duty. Prorated dues, for the fiscal year in which REALTOR® Member returns from active military duty, will be collected upon their return.

(b) REALTOR® Members. The annual dues of REALTOR® Members other than the designated REALTOR® shall be in such amount as established annually by the Board of Directors.

(c) Institute Affiliate Members. The annual dues of each Institute Affiliate Member shall be established in Article II of the Bylaws of the NATIONAL ASSOCIATION OF REALTORS®.<sup>2</sup>

(d) Affiliate Members. The annual dues of each Affiliate Member shall be established by the Board of Directors.

(e) Other Classes of Members. If it desires to do so, the Board of Directors may establish dues for Public Service Members, Honorary Life Members and Student Members.

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<sup>2</sup>The Institutes, Societies and Councils of the National Association shall be responsible for collecting and remitting dues to the National Association for Institute Affiliate Members (\$75.00). The National Association shall credit \$25.00 to the account of a local association for each Institute Affiliate member whose office address is within the assigned territorial jurisdiction of that association, provided, however, if the office location is also within the territorial jurisdiction of a Commercial Overlay Board (COB), the \$25.00 amount will be credited to the COB, unless the Institute Affiliate Member directs that the dues be distributed to the other board. The National Association shall also credit \$25.00 to the account of state associations for each Institute Affiliate Member whose office address is located within the territorial jurisdiction of the state association. Local and state associations may not establish any additional entrance, initiation fees or dues for Institute Affiliate Members, but may provide service packages to which Institute Affiliate Members may voluntarily subscribe. (Amended 1/02)

SECTION 10.3 Dues Payable. Dues for all Members shall be payable annually in advance on the first day of August. Dues for all new and/or reinstated Members shall be payable upon the receipt of any Association services, or prior to election to Association Membership, whichever occurs first, and shall be prorated monthly for the year.

SECTION 10.4 Non-Payment of Dues.

(a) Annual Dues. If annual dues are not paid by August 31, the Member shall automatically be assessed a late payment fee to be set annually by the Board of Directors. On October 1, membership shall automatically terminate unless all amounts due are paid, including any late payment fee. If the terminated Member is associated with a REALTOR<sup>®</sup> Member and does not reapply by November 1 in the manner prescribed for new applicants for membership, the Designated REALTOR<sup>®</sup> shall then be responsible for increase in their or her membership dues based upon the salesperson, provided that the salesperson remains affiliated with the Designated REALTOR<sup>®</sup> as an employee or independent contractor.

(b) Partial Year Dues for Designated REALTORS<sup>®</sup>. If dues are assessed against a Designated REALTOR<sup>®</sup> during the membership year based upon non-member salespersons who are not themselves REALTOR<sup>®</sup> Members and such dues are not paid within one month, the Designated REALTOR<sup>®</sup> shall be subject to suspension of membership at the discretion of the Board of Directors. Two months after the due date, membership shall automatically terminate unless within that time the amount due is paid.

SECTION 10.5 Deposit. All monies received by the Association for any purpose shall be deposited to the credit of the Association in a financial institution or institutions selected by resolution of the Board of Directors.

SECTION 10.6 Expenditures. The Board of Directors shall administer the finances of the Association but shall not incur an obligation in excess of the available cash on hand without authorization by vote of the REALTOR<sup>®</sup> Members present at a regular or special meeting of the Association.

SECTION 10.7 Segregation of Dues. The Treasurer shall record separately amounts attributable to the allocation of the Association's membership dues obligations to the Nebraska REALTORS<sup>®</sup> Association and to the NATIONAL ASSOCIATION OF REALTORS<sup>®</sup> and shall forward such dues to the respective associations when collected.

## Article 11 - Officers and Directors

SECTION 11.1 Officers. The elective Officers of the Association shall be: a President, a Vice President, a Treasurer, and a Secretary. An Executive Vice President may be retained by the Board of Directors to administer the business of the Association, subject to the direction of the Board of Directors.

SECTION 11.2 Duties of Officers. The duties of the Officers shall be such as their title, by general usage, would indicate and such as may be assigned to them by the Board of Directors.

SECTION 11.3 Board of Directors. The governing body of the Association shall be a Board of Directors consisting of the four elective Officers, the immediate past president, nine REALTOR® Members of the Association, and a past president nominated by the Past Presidents Advisory Committee whose appointment for a one-year non-repetitive term shall be confirmed by the incoming President. Directors shall be elected to serve for terms of three years.

- (a) Term Limits. No director shall serve for more than two (2) consecutive three (3)-year terms.

### SECTION 11.4 Election of Officers and Directors.

- (a) At least two months before the annual election a Nominating Committee of not more than ten REALTOR® Members plus chairman shall be appointed by the President with the approval of the Board of Directors. The Nominating Committee shall select one candidate for each directorship to be filled on the Board of Directors, and for the positions of Secretary and Treasurer. The following existing Officers shall automatically be placed in nomination by the Nominating Committee for new offices; the Vice President as President and the Treasurer as Vice President. The report of the Nominating Committee shall be mailed to each REALTOR® Member at least 30 days preceding the election. Additional candidates for the offices to be filled may be placed in nomination by a petition signed by at least 20 percent of the REALTOR® Members, except no nomination may be made by petition for the office of President, or Vice President, if the persons nominated for President, or Vice President are currently serving as Vice President and Treasurer respectively, and were elected by the Membership to such offices. The petition shall be filed with the Executive Vice President at least ten days before the election. The Executive Vice President shall send notice of such additional nominations to all REALTOR® Members before the election.

- (b) The election of Officers and Directors shall take place at the annual meeting in September. Elections shall be conducted in accordance with procedures stated in Section 12.7. If voting is by ballot, the ballot shall contain the names of all candidates and the offices for which they are nominated. Officers and Directors

elected at the annual meeting in September shall be declared officially elected at the end of the meeting.

(c) The President, with the approval of the Board of Directors, shall appoint an Election Committee of three REALTOR® Members to conduct the election. In case of a tie vote, the issue shall be determined by lot.

SECTION 11.5 Vacancies. Vacancies among the Officers and the Board of Directors shall be filled by a simple majority vote of the Board of Directors until the next annual election.

SECTION 11.6 Removal of Officers and Directors. In the event that an Officer or Director is deemed to be incapable of fulfilling the duties for which elected, but will not resign from office voluntarily, the Officer or Director may be removed from office under the following procedure:

(a) A petition requiring the removal of an Officer or Director and signed by not less than 33 1/3 percent of the voting membership or a majority of all Directors shall be filed with the President, or if the President is the subject of the petition, with the next-ranking Officer, and shall specifically set forth the reasons the individual is deemed disqualified from further service.

(b) Upon receipt of the petition, and not less than 20 days or more than 45 days thereafter, a special meeting of the voting membership of the Association shall be held, and the sole business of the meeting shall be to consider the charge against the Officer or Director and to render a decision on such petition.

(c) The special meeting shall be noticed to the voting membership of the Association at least ten days prior to the meeting and shall be conducted by the President of the Association unless the President's continued service in office is being considered at the meeting. In such case, the next ranking Officer will conduct the meeting of the hearing by the Members. Provided a quorum is present, a three-fourths vote of Members present and voting, shall be required for removal from office.

## Article 12 - **Meetings**

SECTION 12.1 Annual Meetings. The election and annual meetings of the Association shall be held in September of each year, the places and hours to be designated by the Board of Directors.

SECTION 12.2 Meetings of Directors. The Board of Directors shall designate a regular time and place of meeting. Absence from three consecutive regular meetings without an

excuse deemed valid by the Board of Directors shall be construed as resignation therefrom. A quorum shall consist of 33 1/3 percent of members of the Board of Directors.

SECTION 12.3 Special Meetings of Board of Directors. Special meetings of the Board of Directors may be called by the President at any time and for any purpose upon at least three days written notice from the date of mailing or 24 hours oral notice, given to the Board of Directors. Any notice, whether in writing or oral, shall state the purpose of the meeting. A quorum for transaction of any business at a special meeting shall consist of 50 percent of the members of the Board of Directors. Special meetings may also be called by not less than five members of the Board of Directors notifying the Executive Vice President in writing of a call of such meeting with the written call stating the purpose for which the meeting is to be held.

SECTION 12.4 Special Meetings of Members. Meetings of the Members may be held at such other times as the President or the Board of Directors may determine, or upon the written request of at least ten percent of the Members eligible to vote.

SECTION 12.5 Notice of Member Meetings. Written notice by mail shall be given to every Member at least ten days preceding all meetings, accompanied by a statement of the business to be transacted at such meeting which shall be restricted to the matters contained in such notice, except by unanimous consent.

SECTION 12.6 Quorum. Those REALTOR® Members present shall constitute a quorum for the transaction of business at any meeting of the Members.

SECTION 12.7 Voting Procedures. Voting for election of officers and directors shall be by printed ballot except that if no candidates have been placed in nomination by petition as provided in Section 11.4(a), voting shall be by voice vote at the annual meeting. If voting is by printed ballot, all votes must be cast in person at the annual meeting or by absentee ballot cast at the Association Office during regular office hours prior to the annual meeting if a Member is unable to attend the annual meeting. Absentee voting shall be permitted from five business days prior to the election to 5:00 p.m. on the day before the election during normal business hours. There shall be no voting by proxy. Voting for matters other than election of Officers and Directors shall be by voice vote unless the Board of Directors determine a different method on a particular issue.

### Article 13 - Committees

SECTION 13.1 Standing Committees. The following shall be the standing committees of the REALTORS® Association of Lincoln.

- Commercial Brokers
- Community Relations
- Finance and Membership
- Governmental Affairs
- Housing Advocacy
- MLS/Residential Forum
- Property Management
- Past Presidents Advisory
- Nominating
- Public Policy

The chair and vice-chair of each of the standing committees listed below shall be appointed annually by the President and Vice President, respectively, and the members of such standing committees shall be appointed by the President:

- Commercial Brokers
- Community Relations
- Finance and Membership
- Governmental Affairs
- Housing Advocacy
- MLS/Residential Forum
- Property Management

The Past Presidents Advisory Committee shall be made up of all members of the Association having served as President of the Association. Prior to October 1, each year, the Past Presidents Advisory Committee will elect a Chair to serve the following year.

The Nominating Committee shall consist of 11 REALTORS® each appointed according to guidelines approved by the Board of Directors. The chair and vice-chair shall be the prior-year's Past President and the immediate Past President, respectively.

The Public Policy Committee shall consist of 12 REALTORS® each appointed according to guidelines approved by the Board of Directors. The chair and vice-chair shall be the President and President-Elect, respectively.

SECTION 13.2 Special Committees. The President may appoint special work groups or task forces as deemed necessary.

SECTION 13.3 Organization. All committees shall be of such size and shall have such duties, functions, and powers as assigned by the Board of Directors within the limitations of these Bylaws.

SECTION 13.4 Committee Structure and Removal of Committee Members. The name and number of Standing Committees identified in these Bylaws may be revised, or a Committee Member may be removed by the Board of Directors upon a two-thirds majority vote.

SECTION 13.5 President. The President shall be a member of all committees.

#### Article 14 - **Fiscal and Elective Year**

SECTION 14.1 The fiscal and elective year of the Association shall be from October 1 to September 30.



## Article 15 - **Rules of Order**

SECTION 15.1 Robert's Rules of Order, latest edition, shall be recognized as the authority governing the meetings of the Association, its Board of Directors, and committees, in all instances wherein its provisions do not conflict with these Bylaws.

## Article 16 - **Amendments**

SECTION 16.1 These Bylaws may be amended by approval of a two-thirds vote of the votes cast or a majority of the Members, whichever is less, provided the substance of such proposed amendment or amendments shall be plainly stated in the call for the meeting, except that the Board of Directors may, at any regular or special meeting of the Board of Directors at which a quorum is present, approve amendments to the Bylaws which are mandated by policy of the National Association of REALTORS®.

SECTION 16.2 Notice by mail of all meetings at which such amendments are to be considered shall be given to every Member eligible to vote at least ten days prior to the time of the meeting.

SECTION 16.3 Amendments to these Bylaws affecting the admission or qualification of REALTOR® and Institute Affiliate Members, the use of the terms REALTOR® and REALTORS®, or any alteration in the territorial jurisdiction of the Association shall become effective upon their approval as authorized by the Board of Directors of the NATIONAL ASSOCIATION OF REALTORS®.

## Article 17 - **Dissolution**

SECTION 17.1 Upon the dissolution or winding up of the affairs of this Association, the Board of Directors, after providing for the payment of all obligations, shall distribute any remaining assets to the Nebraska REALTORS® Association or, within its discretion, to any other non-profit and tax exempt institution.

## Article 18 - **Multiple Listing**

SECTION 18.1 Authority. The Association shall maintain for the use of its Members a Multiple Listing Service (MLS) which shall be a Nebraska corporation, the stock of which shall all be owned by the Association.

SECTION 18.2 Purpose. A Multiple Listing Service is a means by which authorized Participants make blanket unilateral offers of compensation to the other Participants (acting as subagents, buyer agents, or in other agency or nonagency capacities defined by law); by which cooperation among Participants is enhanced; by which information is accumulated and

disseminated to enable authorized Participants to prepare appraisals, analyses, and other valuations of real property for bona fide clients and customers; by which Participants engaging in real estate appraisal contribute to common databases; and is a facility for the orderly correlation and dissemination of listing information among the Participants so that the Participants may better serve their clients and the public. Entitlement to compensation is determined by the cooperating broker's performance as procuring cause of sale (or lease).

SECTION 18.3 Governing Documents. The Board of Directors shall cause any Multiple Listing Service established by it pursuant to this Article to conform its Articles of Incorporation, Bylaws, Rules, Policies and Procedures to the Constitution, Bylaws, Rules, Regulations and Policies of the NATIONAL ASSOCIATION OF REALTORS®.

SECTION 18.4 Participation. Any REALTOR® Member of this or any other Association, who is a principal, partner, corporate officer or branch manager acting on behalf of the principal and who is designated by the firm to be the MLS participant, without further qualification, shall be eligible to participate in Multiple Listing on behalf of the firm, upon agreeing in writing to conform to the Rules and Regulations thereof and to pay the costs incidental thereto. However, under no circumstances is any individual or firm, regardless of membership status, entitled to MLS "Membership" or "Participation" unless they hold a current, valid real estate broker's license and offer or accept compensation to and from other Participants or are registered, licensed or certified by the Nebraska Real Estate Appraiser Board to engage in the appraisal of real property. Use of information developed by or published by the Association's Multiple Listing Service is strictly limited to the activities authorized under a Participant's licensure(s) or certification and unauthorized uses are prohibited. Further, none of the foregoing is intended to convey "Participation" or "Membership" or any right of access to information developed or published by the Association's Multiple Listing Service where access to such information is prohibited by law.

Note: Mere possession of a broker's license is not sufficient to qualify for MLS participation. Rather, the requirement that an individual or firm 'offers or accepts cooperation and compensation' means that the Participant actively endeavors during the operation of its real estate business to list real property of the type listed on the MLS and/or to accept offers of cooperation and compensation made by listing brokers or agents in the MLS. "Actively" means on a continual and on-going basis during the operation of the Participant's real estate business. The "actively" requirement is not intended to preclude MLS participation by a Participant or potential Participant that operates a real estate business on a part-time, seasonal, or similarly time-limited basis or that has its business interrupted by periods of relative inactivity occasioned by market conditions. Similarly, the requirement is not intended to deny MLS participation to a Participant or potential Participant who has not achieved a minimum number of transactions despite good faith efforts. Nor is it intended to permit an MLS to deny participation based on the level of service provided by the Participant or potential Participant as long as the level of service satisfies state law.

The key is that the Participant or potential Participant actively endeavors to make or accept offers of cooperation and compensation with respect to properties of the type that are listed on the

MLS in which participation is sought. This requirement does not permit an MLS to deny participation to a Participant or potential Participant that operates a Virtual Office Website (“VOW”) (including a VOW that the Participant uses to refer customers to other Participants) if the Participant or potential Participant actively endeavors to make or accept offers of cooperation and compensation. An MLS may evaluate whether a Participant or potential Participant actively endeavors during the operation of its real estate business to offer or accept cooperation and compensation only if the MLS has a reasonable basis to believe that the Participant or potential Participant is in fact not doing so. The membership requirement shall be applied in a nondiscriminatory manner to all Participants and potential Participants.

**Article 19 - Indemnification**

SECTION 19.1 The Association shall defend, indemnify, and hold harmless the officers and members of the Board of Directors, whether past or present, against claims or actions of whatever sort generated by the lawful activities of said officers and Members in the course of fulfilling their official duties.

Adopted: November 6, 1968

Amended:

June 18, 1969

June 17, 1970

December 2, 1970

December 5, 1973

August 30, 1975

January 7, 1976

February 2, 1977

June 1, 1977

December 8, 1978

March 5, 1980

July 2, 1980

December 2, 1980

December 1, 1982

December 7, 1983

December 4, 1984

June 5, 1985

June 2, 1986

July 12, 1989

February 27, 1991

March 31, 1992

December 19, 1995

May 1, 1996

July 10, 1996

March 4, 1998

August 31, 1999

November 4, 1999

March 8, 2000

September 6, 2000

February 13, 2002

June 4, 2003

November 24, 2003

October 19, 2004

May 24, 2005

August 3, 2005

November 1, 2006

September 5, 2007

August 26, 2008

April 10, 2009

October 26, 2010

August 15, 2012

April 25, 2017

Approved by Board 4/25/17

Approval by NAR 6/26/16