



Agreement to Serve on the Board of Directors

By my signature below, I acknowledge that as a Director of Missouri REALTORS® (“State Association”), I agree:

- To faithfully execute the duties and responsibilities of a Director, as outlined in the Bylaws and Policies of the State Association.
- To uphold the Bylaws and Policies of the State Association and the National Association of REALTORS®.
- To serve as an example of the Code of Ethics of the National Association REALTORS® in all of my actions, both as a Director and as a REALTOR®.
- To serve as an example of the Values of the State Association, both as a Director and as a REALTOR®, as follows:
 - Mission: We seek to ensure that all initiatives support our association’s mission and members.
 - Professionalism: We value the combination of integrity and expertise.
 - Advocacy: We are stewards of the profession, including, but not limited to, legislative efforts.
 - Inclusive Collaboration: We work with diverse communities internally and externally for the betterment of the profession.
- To abide by the State Association’s Code of Conduct for Volunteer Leaders and the Ownership Disclosure and Conflict of Interest Policies, as attached, which I have read and understand.
- To uphold the ***Duty of Reasonable Care*** by using my best efforts to prepare for, attend, and engage in every meeting of the Board of Directors of the State Association during my term, with the understanding that if I fail to attend at least two (2) of the regularly scheduled Board of Directors meetings during any year of my term, I will be deemed to have resigned from the office of Director of the State Association as of December 31 of that year.
- To abide by the State Association’s Anti-Trust Avoidance and Anti-Harassment Policies, and refuse to engage in unlawful discrimination, in all of my actions, both as a Director and as a REALTOR®.
- To uphold the ***Duty of Obedience*** by supporting the decisions made by the Board of Directors of the State Association as expressed by the will of the majority.
- To uphold the ***Duty of Accounting*** by safeguarding and protecting the Association’s assets, by reviewing all proposed budgets or financial statements provided, and ensuring proper procedures and controls are adopted and adhered to by the Board.

- To uphold the ***Duty of Confidentiality*** by not disclosing any confidential, sensitive, or non-public information made known to you as a result of your role on the Board of Directors, except to the extent that such disclosure is required by law or authorized by the Board of Directors of the State Association.
- To seek the opinions of the members on opportunities and issues facing the State Association, and to serve as an ambassador and advocate for the State Association, by conveying non-confidential information concerning the actions, decisions, and value of the State Association to members, as needed.
- To represent the welfare of the entire membership in my decisions and activities as a Director, fully understanding that I serve all the members of the State Association, and that my responsibility is always to place the interests of the membership and the State Association above my personal or local Board/Association considerations.

Nominated Director Printed Name

Nominated Director Signature / Date

Nominated Director Email Address

Nominated Director Local Board/Association

Nominated Director Member ID (M1) Number

Board/Association President Printed Name

Board/Association President Signature / Date



Code of Conduct for Volunteer Leaders

By virtue of serving as a Volunteer Leader for Missouri REALTORS® (“State Association”), including but not limited to, Officers, Directors, Committee Members, Output Group Chairs and Vice Chairs and participants, or as members of a task force, advisory group, etc., you agree to abide by this Code of Conduct:

- To act in the best interests of and fulfill all obligations owed to the State Association and its members.
- To actively promote and encourage the highest degree of ethics at all levels of the real estate industry, and to act honestly, fairly, ethically, and with integrity as a Volunteer Leader and as a REALTOR®.
- Maintain the highest standards of personal conduct by acting in a professional, courteous, and respectful manner.
- To comply with all federal, state, and local laws governing the State Association, and to understand and adhere to all governing documents of the State Association, including but not limited to the Articles of Incorporation, Bylaws, Policies, and Strategic Plan.
- To read, understand, and comply with the expectations set out in any applications or Agreements to Serve related to my Volunteer Leadership role(s), as well as any policies or procedures that may be provided to me as part of my service. To abide by the State Association’s Ownership Disclosure and Conflict of Interest Policies.
- To respect and maintain confidentiality by not disclosing any confidential, sensitive, or non-public information made known to me as a result of my Volunteer Leadership role(s) with the State Association, except to the extent that such disclosure is required by law or authorized by the Board of Directors of the State Association.
- To abide by the State Association’s Anti-Trust Avoidance and Anti-Harassment Policies, and refuse to engage in unlawful discrimination, in all of my actions, both as a Director and as a REALTOR®.
- To serve all State Association members fairly and impartially and to strive for excellence in all aspects of my volunteer leadership duties and activities.



Ownership Disclosure and Conflict of Interest Policies

Ownership Disclosure Policy

1. When the National Association of REALTORS® (“NAR”) and/or Missouri REALTORS® (“State Association”) has an ownership interest in an entity and a member has an ownership interest in that same entity, such member must disclose the existence of their ownership interest prior to speaking to a decision-making body on any matter involving that entity.

For the purposes of this Policy, ownership interest is defined as the cumulative holdings of the member, the member’s spouse, children, siblings and to any trust, corporation or partnership in which any of the foregoing individuals is an officer or director, or owns, in the aggregate, at least 50% of the (a) beneficial interest (if a trust), (b) stock (if a corporation) or (c) partnership interests (if a partnership).

2. If a member has personal knowledge that NAR and/or the State Association is considering doing business with an entity in which a member has any financial interest, or with an entity in which the member serves in a decision-making capacity, then such member must disclose the existence of his or her financial interest or decision-making role prior to speaking to a decision-making body about the entity.

For the purposes of this Policy, financial interest means any interest involving money, investments, credit or contractual rights.

3. If a member has a financial interest in, or serves in a decision-making capacity for, any entity that the member knows is offering competing products and services as those offered by NAR and/or the State Association, then such member must disclose the existence of his or her financial interest or decision-making role prior to speaking to a decision-making body about an issue involving those competing products and services.

After making the necessary disclosure a member may participate in the discussion and vote on the matter unless the decision-making body determines that the member has a conflict of interest, as defined below.

Conflict of Interest Policy

A member of any of the State Association’s decision-making bodies will be considered to have a conflict of interest related to ownership whenever that member:

1. Is a principal, partner, or corporate officer of a business providing products or services to NAR and/or the State Association, or in a business being considered as a provider of products or services (“Business”); or
2. Holds a seat on the board of directors of the Business unless the member’s only relationship to the Business is service on such board of directors as NAR and/or the State Association’s representative; or,
3. Holds an ownership interest of more than one (1) percent of the Business.

Members with a conflict of interest must immediately disclose their interest at the outset of any discussions by a decision-making body pertaining to the Business or any of its products or services. Such members may not participate in the discussion relating to that Business other than to respond to questions asked of them by other members of the body. Furthermore, no member with a conflict of interest may vote on any matter in which the member has a conflict of interest, including votes to block or alter the actions of the body in order to benefit the Business in which they have an interest.