

**NORTH TEXAS REAL ESTATE INFORMATION NETWORK, INC.
GREATER METRO MLS BOARD OF DIRECTORS**

Monday, May 20, 2019

3:00 p.m.

Conference Room A
8201 N Stemmons Freeway
Dallas, TX

AGENDA

- I. CALL TO ORDER – President Terry Tremaine**
- II. REVIEW OF FEBRUARY MINUTES (Exhibit #1) Terry Tremaine**
- III. ACTION ITEMS**
 - A) Financial Report –Bill Jordan
 - B) Terminations/Suspensions (Exhibit A)
 - C) March Financial Report (Exhibit #2)

 - D) Set Third Quarter MLS Fees (Exhibit #3) Bill Jordan
 - E) Approval of Non Member Applicants (Exhibit #4) Terry Tremaine
- IV. DISCUSSION ITEMS/UPDATES**

MLS Report – Ric Shanahan

NTREIS Report – Brenda Cole
- V. NEW BUSINESS**
 - A) Request for waiver of \$250.00 MLS Participation fee
 - B) MLS Classes offered through Texas REALTORS® CE process
 - C) Request for special waiver of MLS fees.
- VI. ADJOURNMENT**

Exhibit #1

**MINUTES OF THE MEETING OF
NORTH TEXAS REAL ESTATE INFORMATION NETWORK, INC.
The Greater Metro MLS Board of Directors**

Monday, February 18, 2019

The meeting of the GMMLS Board of Directors was held at the MetroTex Office, Monday, February 18, 2019. President, Terry Tremaine called the meeting to order at 3:00 p.m.

The following members were present for all or part of the meeting: Brenda Cole, Bill Jordan, Cathy Mitchell, Gary Nordling, Adrainne Prince, Phillip Walker, Derek Westley, and Debra Williams.

The following members were absent: Rene Barrera, Linda Callicutt, Omeshi Owens, and Ric Shanahan.

The following staff were present: Cathy Faulkner - Director of MLS, Ginny Haralson – MetroTex Assistant Executive Officer, and Paul Harrison – Director of Accounting and Lisa Davis – Recording Clerk.

The Directors reviewed the September 2018 minutes of the Greater Metro MLS Board of Director's meeting. The minutes will be filed as presented.

A motion was made, seconded, and passed to approve the December Financial report.

A motion was made, seconded, and passed to terminate those offices listed in the attached Exhibit A effective as of the end of the current month's billing and receipt cycle after deleting the names of those members who cure such delinquency within the time prescribed.

Exhibit B was presented to reflect the status of last month's terminations and is for information only.

A motion was made, seconded, and passed to set the second quarter MLS subscriber fees at \$102.25 plus applicable sales tax (\$109.00 including tax.)

A motion was made, seconded, and passed to approve the non-member applicants presented in Exhibit #3.

Derek Westley presented the MLS Report.

Brenda Cole gave the NTREIS report.

With no further business coming before the Directors, the meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Lisa U. Davis
NTREIN Coordinator

Terry Tremaine, President

MetroTex Real Estate Information Network (GMMLS)
Financial Statements Budget Variance
For the Period Ended 03/31/19

Exhibit #2

Month For the month ended 03/31/19, Total Revenue was \$1.2M, less Total Expense of \$591k resulted in a net income of \$635k, which is slightly higher than a budgeted surplus of \$591k. This level of Revenue and Net Gain/(Loss) is explained as follows:

Billing is done quarterly, and statements are mailed during the first week of the month preceding the quarter. Payments for the quarter are received primarily in the month preceding the quarter and in the first month of the quarter. The cash basis budget for the year reflects these payment as Revenue in the month the payments are received.

Expenses are incurred evenly, with minor fluctuations during each month of the year. Thus, the monthly income statements will also fluctuate based on the billing cycle and receipt of payments.

This month reflects reasonable receipts and results slightly higher than budget primarily due to the upward adjustment for unrealized gains/(loss) of the investments due to the rise in the market, as well as the difference between payments received by MLS subscribers and the outgoing payment for MLS services.

Year-to-Date Revenue year-to-date is \$4M which is \$522k over budget, primarily due to a higher level of MLS subscribers than originally budgeted, higher levels of MLS reinstatement fees than budgeted for the year as well as the recognition of the market increase of investments.

Expenses year-to-date is \$1.7M, which is \$26k less than budget. Primary drivers of the variances were in NTREIS On-Line Fees with a negative variance of \$75k, Marketing Expense was higher than budget by \$77k which is a timing issue, Management Fees to NTRER is under budget by \$166k which is also a timing difference.

The unaudited Net Income/(Loss) for year-to-date is \$2.4M.

05/13/19
09:40 AM

North Texas Real Estate Information Network (GMMLS)
Balance Sheet Summary
As of 03/31/19

ASSETS

CURRENT ASSETS

Cash	301,734.92
Investments	898,658.19
Accounts Receivable	2,179.35
Other Current Assets	9,798.50
Intercompany Balances	<u>4,540,991.56</u>

TOTAL CURRENT ASSETS

5,753,362.52

NON-CURRENT ASSETS

TOTAL ASSETS

5,753,362.52

LIABILITIES AND NET ASSETS

LIABILITIES

CURRENT LIABILITIES

Accounts Payable	19,598.84
Other Current Liabilities	109,564.11
Deferred Income	<u>(109,204.19)</u>

TOTAL CURRENT LIABILITIES

19,958.76

NON-CURRENT LIABILITIES

NET ASSETS

Common Stock, Par Value \$1	10,000.00
Additional Paid-in Capital	100,000.00
Beginning Retained Earnings	3,269,602.08
Current Year Income/(Loss)	<u>2,353,801.68</u>

TOTAL NET ASSETS

5,733,403.76

TOTAL LIABILITIES & NET ASSETS

5,753,362.52

**North Texas Real Estate Information Network (GMMLS)
Income Statement Budget Variance
For the Period Ended 03/31/19**

	Current Month				Year-to-Date			
	Actual	Budget	Variance	Var%	Actual	Budget	Variance	Var%
REVENUE								
OPERATING REVENUE								
MEMBER SERVICES REVENUE								
3200 MLS Application Fees	6,400	7,781	(1,381)	(17.7)	25,100	24,371	729	3.0
3205 MLS Transfer Fees	0	0	0	0.0	0	0	0	0.0
3210 Reinstatement Fees	0	0	0	0.0	0	0	0	0.0
3300 MLS Subscriber Fees	1,205,637	1,193,033	12,604	1.1	3,879,965	3,463,571	416,394	12.0
3305 MLS Office Administrative Fee	0	0	0	0.0	0	0	0	0.0
3311 Point2 Technologies Residual	0	0	0	0.0	0	0	0	0.0
3312 MLS Plus Program	0	0	0	0.0	0	0	0	0.0
3330 MLS Map Sales	0	0	0	0.0	0	0	0	0.0
3340 MLS Forms Income	0	0	0	0.0	0	0	0	0.0
3345 Listing Violation Income	0	59	(59)	(100.0)	0	294	(294)	(100.0)
3525 MLS Agent Reinstatement Fee	25	56	(31)	(55.4)	56,200	27,334	28,866	105.6
Total Member Services Revenue	1,212,062	1,200,929	11,133	0.9	3,961,265	3,515,570	445,695	12.7
SERVICE CENTER REVENUE								
3585 Miscellaneous Sales	0	0	0	0.0	0	0	0	0.0
Total Service Center Revenue	0	0	0	0.0	0	0	0	0.0
PROGRAMS & FUNCTIONS REVENUE								
3720 Seminar Income	250	156	94	60.3	550	956	(406)	(42.5)
3721 Seminar No Show Fees	500	637	(137)	(21.5)	1,650	1,078	572	53.1
Total Programs & Functions Rev	750	793	(43)	(5.4)	2,200	2,034	166	8.2
TOTAL OPERATING REVENUE	1,212,812	1,201,722	11,090	0.9	3,963,465	3,517,604	445,861	12.7
MISCELLANEOUS REVENUE								
3900 Interest Income	12,502	453	12,049	2,659.8	77,025	453	76,572	16,903.3
3915 Unallocated Cash	(50)	0	(50)	0.0	50	0	50	0.0
3930 Miscellaneous Income	0	0	0	0.0	0	0	0	0.0
Total Miscellaneous Revenue	12,452	453	11,999	2,648.8	77,075	453	76,622	16,914.3
TOTAL REVENUE	1,225,264	1,202,175	23,089	1.9	4,040,540	3,518,057	522,483	14.9

**North Texas Real Estate Information Network (GMMLS)
Income Statement Budget Variance
For the Period Ended 03/31/19**

05/13/19
10:18 AM

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	Current Month				Year-to-Date			
	Actual	Budget	Variance	Var%	Actual	Budget	Variance	Var%
EXPENSE								
MEMBER SERVICES EXPENSE								
4245 Credit Card Discounts	16,847	18,342	(1,495)	(8.2)	40,670	43,847	(3,177)	(7.2)
4255 Business Center	0	0	0	0.0	0	0	0	0.0
4305 NTRERIS On-Line Fees	359,856	334,309	25,547	7.6	1,053,900	979,081	74,819	7.6
4312 MLS Plus Program COS	0	0	0	0.0	0	0	0	0.0
4330 Internet Interface	7,565	5,796	1,769	30.5	23,336	21,641	1,695	7.8
4331 MLS Map COS	0	0	0	0.0	0	0	0	0.0
4340 Forms Printing COS	0	0	0	0.0	0	0	0	0.0
4350 Tour Meeting Expense	4,992	8,317	(3,325)	(40.0)	15,489	22,219	(6,730)	(30.3)
4352 Tour Sheets - Printing	0	0	0	0.0	0	0	0	0.0
Total Member Services Expense	389,260	366,764	22,496	6.1	1,133,395	1,066,788	66,607	6.2
SERVICE CENTER EXPENSE								
4550 Marketing Expense	5,355	46,901	(41,546)	(88.6)	128,177	51,049	77,128	151.1
4585 Miscellaneous Expense	0	0	0	0.0	0	0	0	0.0
Total Service Center Expense	5,355	46,901	(41,546)	(88.6)	128,177	51,049	77,128	151.1
PROGRAMS AND FUNCTIONS EXPENSE								
4720 Mobile Lab (2) Training	0	71	(71)	(100.0)	160	451	(291)	(64.5)
4800 PR/Marketing Campaign	0	0	0	0.0	0	0	0	0.0
Total Programs and Functions Expense	0	71	(71)	(100.0)	160	451	(291)	(64.5)
OCCUPANCY EXPENSE								
6201 Rent Expense	6,678	6,601	77	1.2	19,809	19,542	267	1.4
Total Occupancy Expense	6,678	6,601	77	1.2	19,809	19,542	267	1.4
EMPLOYEE EXPENSE								
Total Employee Expense	0	0	0	0.0	0	0	0	0.0
PROFESSIONAL FEE EXPENSE								
6400 Audit/Accounting Fees	160	412	(252)	(61.2)	160	710	(550)	(77.5)
6410 Legal Fees	0	0	0	0.0	0	0	0	0.0
Total Professional Fee Expense	160	412	(252)	(61.2)	160	710	(550)	(77.5)
COMPUTER EXPENSE								
6600 Computer Software/Support	5,793	4,782	1,011	21.1	13,742	12,646	1,096	8.7
6605 Computer Maintenance	102	103	(1)	(1.0)	350	349	1	0.3
6610 Computer Parts/Supplies	28	10	18	180.0	133	19	114	600.0
6615 Offsite Storage	0	0	0	0.0	314	117	197	168.4
6640 Web Development	4,598	2,751	1,847	67.1	14,064	13,355	709	5.3
Total Computer Expense	10,521	7,646	2,875	37.6	28,603	26,486	2,117	8.0
GENERAL OFFICE EXPENSE								
6800 Dues & Subscriptions	869	2,589	(1,720)	(66.4)	5,779	7,709	(1,930)	(25.0)
6805 Equipment Maintenance	1,724	1,372	352	25.7	4,318	5,120	(802)	(15.7)
6810 Office Supplies	2,463	509	1,954	383.9	3,195	1,436	1,759	122.5
6812 Bank Fees	0	0	0	0.0	0	0	0	0.0
6815 Postage	378	761	(383)	(50.3)	378	2,164	(1,786)	(82.5)
6820 Printing	86	438	(352)	(80.4)	299	1,823	(1,524)	(83.6)
6825 Telephone	449	500	(51)	(10.2)	1,369	1,384	(15)	(1.1)
6830 Insurance - Other	123	162	(39)	(24.1)	484	596	(112)	(18.8)
6835 Automobile Expense	429	80	349	436.3	532	432	100	23.1
6845 Coffee Room Expense	214	563	(349)	(62.0)	392	1,142	(750)	(65.7)
6855 Delivery Service	216	82	134	163.4	512	219	293	133.8
6860 Film & Processing	0	0	0	0.0	0	0	0	0.0
6869 Taxes-Franchise	0	0	0	0.0	(636)	0	(636)	0.0
6870 Taxes-Property	0	104	(104)	(100.0)	0	218	(218)	(100.0)
6890 Contingency	0	0	0	0.0	0	0	0	0.0
6895 Misc. General Ofc. Expense	0	0	0	0.0	0	0	0	0.0
Total General Office Expense	6,951	7,160	(209)	(2.9)	16,622	22,243	(5,621)	(25.3)
STAFF & MEMBERSHIP EXPENSE								
4776 Leadership Retreat	0	0	0	0.0	0	0	0	0.0
7000 Officer Travel/Dev't	505	1,932	(1,427)	(73.9)	11,941	7,409	4,532	61.2
7005 Staff Travel/Dev't	4,540	4,032	508	12.6	14,107	10,197	3,910	38.3
7010 Leadership Development	0	1,144	(1,144)	(100.0)	0	3,432	(3,432)	(100.0)
7015 Flowers & Donations	0	250	(250)	(100.0)	0	750	(750)	(100.0)
7028 Staff Development	482	1,786	(1,304)	(73.0)	1,723	5,358	(3,635)	(67.8)
Total Staff & Membership Exp	5,527	9,144	(3,617)	(39.6)	27,771	27,146	625	2.3
COMMITTEE EXPENSE								
7200 Meetings	89	0	89	0.0	89	0	89	0.0
Total Committee Expense	89	0	89	0.0	89	0	89	0.0
PUBLICATION EXPENSE								
7400 Publication Printing	0	0	0	0.0	0	0	0	0.0
7405 Publication Postage	0	0	0	0.0	0	0	0	0.0
Total Publication Expense	0	0	0	0.0	0	0	0	0.0
MANAGEMENT FEE EXPENSE								
7600 Management Fees - NTRER	165,977	165,977	0	0.0	331,954	497,931	(165,977)	(33.3)
Total Management Fee Expense	165,977	165,977	0	0.0	331,954	497,931	(165,977)	(33.3)

**North Texas Real Estate Information Network (GMMLS)
Income Statement Budget Variance
For the Period Ended 03/31/19**

	Current Month				Year-to-Date			
	Actual	Budget	Variance	Var%	Actual	Budget	Variance	Var%
OTHER EXPENSE								
9000 Income Tax Expense	0	0	0	0.0	0	0	0	0.0
Total Other Expense	0	0	0	0.0	0	0	0	0.0
TOTAL EXPENSE	590,518	610,676	(20,158)	(3.3)	1,686,740	1,712,346	(25,606)	(1.5)
NET INCOME/(LOSS)	634,746	591,499	43,247	7.3	2,353,800	1,805,711	548,089	30.4

**Greater Metro MLS Board of Directors Meeting
Setting of Third Quarter Subscriber Fee May
20, 2019**

The 2019 Budget is based on **19,000** Subscribers. Number of MLS subscribers billed for 2nd quarter was **19,769**.

Therefore, the proposal for the third quarter subscriber fee is based upon the figures used in the 2019 GMMLS Budget.

The proposed fee is:

Subscriber Fee, Before Tax	\$102.25
Subscriber Fee, After Tax	\$109.00

2019 3Q MLS Fee analysis

2019 Budget		2019 Budget	Projection 12.31.19	
Revenue				
MLS Subscriber Fees	19,000 \$102.25/Q	7,771,000	19,769 \$102.25/Q	8,085,521
Other Income		251,750		251,750
Total Revenue		8,022,750		8,337,271
Expense				
NTRDIS Fees	19,000 \$18.00/Mo	4,104,000	19,769 \$18.00/Mo	4,270,104
Other Expense		3,653,071		3,653,071
Total Expense		7,757,071		7,923,175
Net Income (Loss)		265,679		414,096

REPORTING FORM

Department Name: Membership
Staff Liaison: Ginny Haralson

Date: May 2019
Membership Manager: Denise Taylor

ITEMS FOR INFORMATION: (No Action Required by the Board of Directors)

RECOMMENDATIONS: Requires Board of Directors Action

Recommendation that all applicants for specified membership
Become approved, pending final investigation.

DESIGNATED BROKER APPLICANTS

Robert Beavers	AppraiseTech, USCC.
Eldon Chalker	Eldon Chalker Appraisals
Jason Claunch	Jason Claunch
Conrad Madsen	Paladin Partners
Bart Masiero	Masiero Realty
Hamdy Orabi	Ocean 2 Gulf
Vince Venhaus	Venhaus Appraisal
David Wertenberger	Wertenberger & Associates
Joseph Wilson	JC Wilson Ranches