



## Committee Responsibilities

### Conference Committee

The Conference Committee will strive to meet sponsorship and attendance goals for the annual conference. In addition, they will sell sponsorship opportunities for the annual golf outing held in conjunction with conference. Committee members are expected to attend both events, and help onsite if necessary.

*Time Commitment – Monthly meetings November-May (rotate in-person and conference calls)*

### ICREX Committee

The ICREX Advisory Committee will work to ensure ICREX is operated in the best interest of ICBR and will carry out the strategic goal of making ICREX the first choice of commercial property information exchanges.

*Time Commitment – six conference calls per year*

### Legislative Committee

The Legislative Affairs Committee operates with a goal of becoming more involved and visible in expressing the voice of the commercial real estate practitioner to local and state legislators.

*Time Commitment – TBD (Heavy involvement during legislative session)*

### Membership Committee

The Membership Committee will strive to meet objectives outlined in the strategic plan adopted by the Board of Directors. In addition to these objectives, committee members are expected to participate in committee conference calls and reach out to new members every month. *Time Commitment – Monthly calls to new members (10-mins), Quarterly Committee conference calls (1-hour) and Homework between committee calls (2-hours)*

### Nominating Committee

The Nominating Committee will work to find potential champions amongst the membership to serve as leaders with the board of directors. In addition, the committee members will review nominations for open board positions, interview candidates and put together the annual election ballot.

*Time Commitment – One in-person meeting; 4-5 Conference Calls; Candidate Interviews (May-Aug timeframe)*

### Professional Development Committee

The Professional Development Committee works to format the annual conference education sessions. In addition, this committee will strengthen the education provided outside of the annual conference.

*Time Commitment – One in-person meeting; Monthly conference calls Oct-Feb*

### Professional Standards Committee

The Professional Standards Committee consists of members who have been trained in the areas of professional standards and ethics. This group populates an appellate board; grievance committee and professional standards committee.

*Time Commitment – Varies, contact the ICBR office for more details.*