



**SAN DIEGO ASSOCIATION OF REALTORS®  
AMENDED AND RESTATED BYLAWS**

**September 22, 2025**

**SAN DIEGO ASSOCIATION OF REALTORS® AMENDED  
AND RESTATED BYLAWS**

September 22, 2025

**TABLE OF CONTENTS**

ARTICLE I - GENERAL.....	1
ARTICLE II - OBJECTIVES .....	2
ARTICLE III - JURISDICTION .....	3
ARTICLE IV - MEMBERSHIP.....	3
ARTICLE V - QUALIFICATION and ELECTION.....	6
ARTICLE VI - PRIVILEGES and OBLIGATIONS .....	12
ARTICLE VII - PROFESSIONAL STANDARDS and ARBITRATION.....	17
ARTICLE VIII - USE of the TERMS REALTOR® and REALTORS® .....	18
ARTICLE IX - STATE and NATIONAL MEMBERSHIPS .....	19
ARTICLE X - DUES and ASSESSMENTS .....	19
ARTICLE XI - DIRECTORS and OFFICERS .....	23
ARTICLE XII - MEETINGS of MEMBERS.....	33
ARTICLE XIII – COMMITTEES, TASK FORCES and ADVISORY GROUPS .....	34
ARTICLE XIV - FISCAL and ELECTIVE YEAR .....	37
ARTICLE XV - RULES of ORDER .....	37
ARTICLE XVI - AMENDMENTS.....	38
ARTICLE XVII - DISSOLUTION.....	39
ARTICLE XVIII - MULTIPLE LISTING SERVICE CORPORATION(MLS) .....	39
APPENDIX “A” - SCHEDULE OF BYLAW REVISIONS .....	A-1
APPENDIX “B” – JURISDICTION .....	B-1

**SAN DIEGO ASSOCIATION OF REALTORS®  
AMENDED AND RESTATED BYLAWS**

**September 22, 2025**

**ARTICLE I - GENERAL**

**Section 1. Name.** The name of this organization shall be the San Diego Association of REALTORS®, a California Nonprofit Mutual Benefit Corporation, hereinafter referred to as the "Association."

**Section 2. REALTORS®.** 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. The principal office for transaction of business of the Association will be designated by the Board of Directors in the City of San Diego, County of San Diego, State of California. The Board of Directors is hereby granted full power and authority to change said principal office from one location to another in said county. Branch offices or subordinate offices may at any time be established by the Board of Directors at any place or places where the Association is qualified to do business.

**Section 3. Certain Defined Terms.**

- A. **"National Association"** means The National Association of REALTORS®.
- B. **"State Association"** means The California Association of REALTORS® .
- C. **"Bylaws,"** unless otherwise specifically provided herein, shall mean and refer to these Amended and Restated Bylaws, as further amended from time to time.
- D. **"Rules, Regulations, Policies and Procedures"**, and similar terms shall mean and refer to the "Association Rules, Regulations, Policies and Procedures," as defined in **Section 7 of this Article I.**

Throughout these Bylaws and any rules and regulations of the Association, the singular shall include the plural wherever necessary and, one gender shall include any other gender wherever necessary.

**Section 4. Authority.** No one member, committee, or group may make a commitment on behalf of or speak for the Association without written authorization of the President or the Board of Directors.

**Section 5. Right to Indemnity.** To the fullest extent permitted by law, this Association shall indemnify its Directors, Officers, Employees and other persons described in Section 9246(a) of the California Corporations Code, including persons formerly occupying any such positions, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any “proceeding” as that term is used in that Section and including an action by or in the right of the Association, by reason of the fact that the person is or was a person described in that section. “Expenses” as used in this bylaw shall have the same meaning as in the Section 9246(a) of the California Corporations Code.

**Section 6. Trusteeships.** California Corporation Code, Section 7210 permits a Board of Directors to establish Trusteeships. The Board may delegate the management of the activities of the Association to any person or persons, management company, or committee however composed, provided that the activities and affairs of the Association shall be managed, and all corporate powers shall be exercised under the ultimate direction of the Board.

**Section 7. Association Rules, Regulations, Policies and Procedures.** References to Association rules, regulations, policies and/or procedures throughout these Bylaws shall mean and refer to various non-operational administrative and interpretive documents and materials, including, without limitation, committee formats, protocols, policy statements, standards of practice, standard operating procedures, tutorials, rules, regulations, guidelines, manuals, instructions, memoranda and training materials developed by the Association and approved by the Board of Directors, for the purpose of interpreting, administering and carrying out the intent of these Bylaws in accordance with the California Corporation Code. The Bylaws Committee shall maintain a Policies and Procedures Manual incorporating all of the Association Rules, Regulations, Policies, and Procedures in hard and electronic form, which shall be available to Officers and Directors during normal business hours and at all meetings of the Board of Directors.

## **ARTICLE II – OBJECTIVES**

**Section 1. Objectives.** The objectives of the Association are:

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.

- A. 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®.
- B. 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.
- C. To further the interests of home and other real property ownership.

- D. To unite those engaged in the real estate profession in this community with the California Association of REALTORS® 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. To designate, for the benefit of the public, individuals authorized to use the terms REALTOR® and REALTORS® as licensed, prescribed, and controlled by the National Association of REALTORS®.

### **ARTICLE III – JURISDICTION**

The territorial jurisdiction\* of the Association as a member of the National Association of REALTORS® is as stated in Appendix B.

\*Territorial jurisdiction is defined to mean: The right and duty to control the use of the terms 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 IV – MEMBERSHIP**

The Association does not require real estate licensees to become members of the Association.

The use of the word “member” herein shall not confer upon any individual any legal or other rights not otherwise set forth in these Bylaws or in the Articles of Incorporation of the Association.

#### **Section 1. Voting Members:**

- 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 but not limited to, 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 California or located within the United States, its insular possessions, and the commonwealth of Puerto Rico,. 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 contiguous or noncontiguous state thereto shall qualify for REALTOR® membership only, and each is required to hold REALTOR® membership (except as provided in the following paragraph) in

an Association of REALTORS® within the state or a contiguous or noncontiguous state thereto unless otherwise qualified for Institute Affiliate membership as described in this Article.

(2) 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 same 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 Article IV.

(3) 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® member and meet the qualifications set out in Article V.

**B. Franchise REALTOR® Members.** Corporate officers (who may be licensed or unlicensed) of a real estate brokerage franchise organization with at least one hundred fifty (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® 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® in connection with their franchise organization's name; and the right to hold elective office in the local Association, State Association and National Association.

**C. Primary and Secondary REALTOR® Members.** An individual is a primary member if the Association pays State Association and National dues based on such member. An individual is a secondary member if State Association and National dues are remitted through another Association. One of the principals in a real estate firm must be a Designated REALTOR® member of the Association in order for licensees affiliated with the firm to select the Association as their "primary" Association.

**D. Designated REALTOR® Members.** Each firm (or office in the case of firms with multiple office locations) shall designate in writing one REALTOR® member who shall be responsible for all duties and obligations of Membership including the obligation to arbitrate or to mediate if required by the Association, pursuant to Article 17 of the Code of Ethics and the payment of Association dues as established in Article

X of the Bylaws. The "Designated REALTOR®" 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® Membership established in Article V, Section 2, of the Bylaws.

- E. **Members for Life.** Individuals who have served the Association notably and (i) have been a member in for a period of not less than forty (40) years and continue to be members in good standing of the Association, State Association and National Association; and (ii) have obtained the age of seventy- five (75); and/or all Past Presidents of the Association. Local Association dues shall be deemed paid in full for life. Members For Life shall still be responsible for payment of any State and/or National Dues.

## **Section 2. Non-Voting Members.**

- A. **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 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® membership, subject to payment of applicable dues for such membership.
- B. **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 1, have interests requiring information concerning real estate, and are in sympathy with the objectives of the Association.

Affiliate membership shall also be granted to individuals licensed or certified to engage in real estate practice who, if otherwise eligible, do not elect to hold REALTOR® membership in the Association, provided the applicant is engaged exclusively in a specialty of the real estate business other than brokerage of real property.

- C. **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.
- D. **Distinguished Members.** Membership may be granted to a former REALTOR® member who resigned in good standing and had a long affiliation with and a history

of outstanding service to the Association and receives the unanimous vote of the Directors present at any regular meeting of the Board of Directors. Additional criteria for this membership category shall be: Minimum age of 60 years; minimum of 15 years as a REALTOR® member of the Association, and shall have during the course of membership, (1) been an elected Officer, or (2) been an active member of the Board of Directors for a minimum of two terms, or (3) served effectively as a committee chair for a minimum of four terms, and (4) not currently engaged in the real estate profession.

E. **Honorary Members.** Individuals not necessarily engaged in the real estate profession who have performed notable service for the real estate profession, for the Association and/or for the public.

F. **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. Student members shall have completed at least two years of college and at least one college level course in real estate and are not engaged in the real estate profession on their own account or associated with an established real estate office.

**Section 3. Implementation.** Appropriate Administrative Procedures shall be placed into effect to carry out the intent of this Article.

## **ARTICLE V - MEMBERSHIP QUALIFICATION and ELECTION**

**Section 1. Application.** An 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:

A. That applicant agrees as a condition to membership to be responsible for thoroughly familiarizing her/himself with the Code of Ethics of the National Association, the Constitutions, Bylaws, and Rules and Regulations of the Association, the State and National Associations, and if elected a member, will abide by the Constitutions and Bylaws and Rules and Regulations of the Association, State and National Associations, and if a REALTOR® member, will abide by the Code of Ethics of the National Association, including the obligation to arbitrate 3(or to mediate if required by the Association) 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, as from time to time amended; and

- B. That applicant consents that the Association, through its Membership Committee or otherwise, 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 2. Qualification.**

- A. **Designated REALTORS®.** An applicant for REALTOR® membership who is a broker acting as a sole proprietor, partner, corporate officer, or broker or salesperson who is a branch office manager of a real estate firm shall supply evidence 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 or certified by an appropriate state regulatory agency to engage in the appraisal of real property, has a place of business within the state or a state contiguous thereto (unless a secondary member), agrees to complete an Orientation course 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, and a course on the National Association's Code of Ethics as presented by the Association. If elected to membership, the applicant will abide by such Constitution, Bylaws, Rules and Regulations, and Code of Ethics.
- B. **REALTORS®.** 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 or certified by an appropriate state regulatory agency to engage in the appraisal of real property, agree to complete an Orientation course 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, and a course on the National Association's Code of Ethics as presented by the Association. If elected to membership, the applicant will abide by such Constitution, Bylaws, Rules and Regulations, and the Code of Ethics.

- C. **REALTOR® Members.** REALTOR® members shall have no record of official sanctions rendered by the courts or other lawful authorities for (i) violations of civil rights laws or real estate license laws within the past three years, or (ii) criminal convictions if (1) the crime was punishable by death or imprisonment in excess of one year under the law under which the applicant was convicted and (2) no more than ten years have elapsed since the date of the conviction or the release of the applicant from the confinement imposed for that conviction, whichever is the later date.
- D. **Factors Considered.** The Association will also consider the following in determining an applicant's qualifications for REALTOR® membership:
- (1) All final findings of Code of Ethics violations and violations of other membership duties in this or any other REALTOR® association within the past three (3) years
  - (2) Pending ethics complaints (or hearings)
  - (3) Unsatisfied discipline pending
  - (4) Pending arbitration requests (or hearings)
  - (5) Unpaid arbitration awards or unpaid financial obligations to any other association or association MLS
  - (6) Any misuse of the term REALTOR® or REALTORS® in the name of the applicant's firm. (Amended 05/2006)

"Provisional" membership may be granted in instances where ethics complaints or arbitration requests (or hearings) are pending in other associations or where the applicant for membership has unsatisfied discipline pending in another association (except for violations of the Code of Ethics); provided all other qualifications for membership have been satisfied. Associations may reconsider the membership status of such individuals when all pending ethics and arbitration matters (and related discipline) have been resolved or if such matters are not resolved within six months from the date that provisional membership is approved. Provisional members shall be considered REALTORS® and shall be subject to all of the same privileges and obligations of REALTOR® membership. If a member resigns from another Association with an ethics complaint or arbitration request pending, the Association shall make membership conditional on the applicant's certification that he/she will submit to the pending ethics or arbitration proceeding (in accordance

with the established procedures of the Association to which the applicant has made application) and will abide by the decision of the hearing panel.

NAR Bylaws prohibit Member Associations from knowingly granting REALTOR® membership to any applicant who has an unfulfilled sanction pending which was imposed by another Board or Association of REALTORS® for violation of the Code of Ethics.

**Section 3. Election.** The procedure for election to membership shall be as follows:

- A. **Class of Membership and Provisional Membership.** The Association Executive (or duly authorized designee) shall determine whether the applicants are 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 fees. 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 of the Board of Directors.
  
- B. **Vote on Membership and Approval.** The Board of Directors shall review the qualifications of the applicant and the recommendations of the committee. If the Board of Directors determines that the individual does not meet all of the qualifications for membership as established in these Bylaws, or, if the individual does not satisfy all of the requirements of membership within 60 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, the applicant shall be declared elected to membership and shall be advised by written notice.
  
- C. **Notice of Findings.** The Board of Directors may not reject an application for membership without providing the applicant with advance notice of the findings, an opportunity to appear before the Board of Directors while a quorum is present, to call witnesses on the applicant's behalf, to be represented by counsel, and to make such statements as the applicant 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. **Denial of Membership.** If the Board of Directors determines that the application should be rejected, it shall record its reasons with the Association 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.
- E. **New Member Code of Ethics Training.** Applicants for REALTOR® membership and provisional REALTOR® members (where applicable) 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® membership or provisional members 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 120 days of the date of application (or, alternatively, the date that provisional membership was granted), will result in denial of the membership application or termination of provisional membership.
- F. **Continuing Member Code of Ethics Training.** Effective January 1, 2022, through December 31, 2024, and for successive three (3) 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, the National Association, or any other recognized educational institution or provider which meets the learning objectives and minimum criteria established by the National Association 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 three (3) year cycle shall not be required to complete additional ethics training until a new three (3) year cycle commences.

Failure to satisfy this requirement shall be considered a violation of a membership duty. Failure to meet the requirement in any three (3) year cycle will result in suspension of membership for the first two months (January and February) of the year following the end of any three (3) -year 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.

- G. New Member Fair Housing Orientation.** Applicants for REALTOR® membership and provisional REALTOR® members (where applicable) shall complete Fair Housing training of not less than two (2) hours 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 REALTOR® association, the State Association of REALTORS®, the NATIONAL ASSOCIATION OF REALTORS®, or the Institutes, Societies, and Councils, which meets the learning objectives and minimum criteria established by the NATIONAL ASSOCIATION OF REALTORS® from time to time. Fair Housing training approved by a state licensing authority for an existing Fair Housing requirement to gain or maintain licensure shall also fulfill this requirement, provided it also meets the learning objectives and minimum criteria established by the NATIONAL ASSOCIATION OF REALTORS® from time to time. This requirement does not apply to applicants for REALTOR® membership or provisional members who have completed comparable orientation in another association, provided that REALTOR® membership has been continuous, or that any break in membership is for one (1) year or less. Failure to satisfy this requirement within 120 days of the date of application (or, alternatively, the date that provisional membership was granted), will result in denial of the membership application or termination of provisional membership.
- H. Continuing Fair Housing Training** Effective January 1, 2025, through December 31, 2027, and for successive three-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 Fair Housing training of not less than two (2) hours 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 REALTOR® association, the State Association of REALTORS®, the NATIONAL ASSOCIATION OF REALTORS®, or the Institutes, Societies, and Councils, which meets the learning objectives and minimum criteria established by the NATIONAL ASSOCIATION OF REALTORS® from time to time. Fair Housing training approved by a state licensing authority for an existing Fair Housing requirement to maintain licensure shall also fulfill this requirement, provided it also meets the learning objectives and minimum criteria established by the NATIONAL ASSOCIATION OF REALTORS® from time to time. REALTOR® members who have completed Fair Housing training as a requirement of membership in another association shall not be required to complete additional Fair Housing training until a new three-year cycle commences. Failure to satisfy the required periodic Fair Housing training shall be considered a violation of a membership duty. Failure to meet the requirement in any three-year cycle will

result in suspension of membership for the first two months (January and February) of the year following the end of any three-year 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.

#### **Section 4. Status Changes.**

- A. **Change in conditions.** A REALTOR® or Designated REALTOR® who changes the conditions under which they hold membership shall be required to provide written notification to the Association within 30 days and comply with all other requirements within 60 days.
- B. **Application Fees.** 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.** Dues shall be prorated from the first day of the quarter in which the applicant applies for membership. Members are notified of election by the Board of Directors, and membership shall be based on the new membership status for the remainder of the year.

**Section 5. Implementation.** Appropriate administrative procedures shall be placed into effect to carry out the intent of this Article.

### **ARTICLE VI - PRIVILEGES and OBLIGATIONS**

The privileges and obligations of members, in addition to those otherwise provided in these Bylaws, shall be specified in this Article.

**Section 1. Disciplinary Procedures.** 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 consistent with these Bylaws, after a hearing as provided in the Code of Ethics and Arbitration Manual of the Board. 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 and conduct their business and professional practices accordingly. Further, members other than REALTORS® may, upon recommendation of the Membership Committee, or upon recommendation by a hearing panel of the Professional Standards Committee, 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.

**Section 2. Code of Ethics Violations.** 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 Association, provided that the discipline imposed is consistent with the discipline authorized by the Professional Standards Committee of the National Association as set forth in the Code of Ethics and Arbitration Manual of the National Association

**Section 3. Resignations.** 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.

**Section 4. Resignation With Pending Arbitration or Disciplinary Hearing.** 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 which 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 ethics 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.

If a member resigns or otherwise causes membership to terminate, the duty to submit to arbitration (or to mediate if required) by the association continues in effect even after membership lapses or is terminated, provided that the dispute arose while the former member was a REALTOR®.

**Section 5. 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 terms REALTOR® and REALTORS®, which use shall be subject to the provisions of Article VIII; and have the primary responsibility to safeguard and promote the standards, interests, and welfare of the

Association and the real estate profession, and to protect against conduct that may cause a lack of public confidence in the real estate profession or in REALTORS®.

- A. **Member in Good Standing.** A member in Good Standing means and is a REALTOR® Member who satisfies the “Obligations of REALTOR® Members,” is current with all Association dues, fees, charges, assessments and other financial and disciplinary obligations to the association and MLS, has completed any new member requirements, and complies with NAR’s trademark rules. Further, pursuant to the Association Rules, Regulations, Policies and Procedures, a member in good standing:
- (1) Holds a current active license and satisfies all of the applicable Qualification requirements set forth in Article V, Section 2 of the Bylaws.
  - (2) Is current with respect to all Code of Ethics training requirements and other continuing education and training required by the Association.
  - (3) Is not on probation, suspension with the Association.
  - (4) Has no unsatisfied disciplinary obligations for a Code of Ethics violation, or a failure to perform or violation of any other Duties and Obligations of the Member, as provided in Article VII, Section 2 of the Bylaws.
  - (5) Has no unsatisfied disciplinary obligations for a Code of Ethics violation or a failure to perform or violation of any other Duties and Obligations as a member of any other local Association of REALTORS®, Multiple Listing Service, or other professional organization.
- B. **Obligations of REALTOR® Members.** It shall be the duty and responsibility of every REALTOR® member of this Association to abide by the Constitution and 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, and to abide by the Code of Ethics of the National Association, including the duty to<sup>5</sup>mediate and arbitrate controversies arising out of real estate transactions as specified by Article 17 of the Code of Ethics, and as further defined and in accordance with the procedures set forth in the Code of Ethics and Arbitration Manual of this Association as from time to time amended. Every REALTOR® member shall maintain a high level of integrity and adhere to the association’s membership criteria. Any violent act or threat of violence to person or property, hateful conduct, or acts of moral turpitude impacting the public shall not be tolerated and may be cause for disciplinary action, up to and including termination of membership.
- C. **REALTOR® Suspension or Expulsion.** If a REALTOR® member is a sole proprietor in a firm, a partner in a partnership or an officer in a 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 re-admission to REALTOR® membership, or unless connection with the firm, partnership or corporation is severed, or management control is relinquished, 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 re-admission of the disciplined member or unless connection of the disciplined member with the firm, partnership, or corporation is severed, or unless the REALTOR® who is suspended or expelled removes her/himself from any form or degree of management control of the firm for the term of the suspension or until re-admission to membership, whichever may apply. Removal of an individual from any form or degree of management control must be certified to the Association by the member who is being suspended or expelled and by the individual who is assuming management control, and the signatures of such certification must be notarized. In the event the suspended or expelled member is so certified to have relinquished all form or degree of management control of the firm, the membership of other partners, corporate officers, or other individuals affiliated with the firm shall not be affected, and the firm, partnership or corporation may continue to use the terms REALTOR® and REALTORS® in connection with its business during the period of suspension or until the former member is admitted to membership in the Association. The foregoing is not intended to preclude a suspended or expelled member from functioning as an employee or independent contractor, providing no management control is exercised. Further, the membership of REALTORS® other than principals who are employed or affiliated as independent contractors with the disciplined member shall suspend or terminate during the period of suspension of the disciplined member or until re-admission of the disciplined member, or unless connection of the disciplined member with the firm, partnership, or corporation is severed, or management control is relinquished, or unless the REALTOR® member (non-principal) elects to sever the member's connection with the REALTOR® and affiliate with another REALTOR® member in good standing in the Association, whichever may apply.

If a REALTOR® member other than a sole proprietor in a firm, partner in a partnership, or an officer of a corporation is suspended or expelled, the use of the terms REALTOR® or REALTORS® by the firm, partnership or corporation shall not be affected.

- D. Notice on Suspension or Expulsion.** In any action taken against a REALTOR® member for suspension or expulsion under this section, 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 Article VI shall apply.

**Section 6. 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.

**NOTE:** 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®, or the REALTOR® logo, or to serve as President of the local Association.

**Section 7. Affiliate Members.** Affiliate members shall have rights and privileges and be subject to obligations prescribed by the Board of Directors.

**Section 8. Public Service Members.** Public Service members shall have rights and privileges and be subject to obligations prescribed by the Board of Directors.

**Section 9. Distinguished Members.** Distinguished members shall have the right to enjoy the privileges of membership that were hers/his when last an active member, except the right to vote.

**Section 10. Student Members.** Student members shall have rights and privileges and be subject to obligations prescribed by the Board of Directors. and in accordance with the rules & regulations of the California Association of REALTORS® and/or the National Association of REALTORS®.

**Section 11. Certification by REALTOR®.** "Designated" REALTOR® members of the Association shall certify to the Association on dates established by the Board of Directors on a form provided by the Association, a complete listing of all individuals licensed or certified in the REALTORS'® office(s) and shall designate a primary Association for each individual who holds membership. Designated REALTORS® shall also identify any non- member licensees in the REALTORS'® office(s) and if Designated REALTOR® dues have been paid to another Association based on said 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 Article X. of the Bylaws. "Designated" REALTOR® members shall also notify the Association of any additional individual(s) licensed or certified with the firm(s) within thirty days of the affiliation or severance of individual(s). If a REALTOR® member fails to certify the real estate licensees in the office(s) within thirty days after the established dates and is notified of same by the Association, the REALTOR® shall be automatically suspended. Compliance during the suspension period will automatically reinstate said REALTOR® members. If said Designated REALTOR® member fails to certify the real estate licensees in his office at the end of six months after established dates, the Designated REALTOR® shall be automatically expelled without further proceedings. New Designated REALTOR® members shall complete the licensee certification form immediately upon approval by the Board of Directors.

**Section 12. Suspension or Revocation of License.** A member of this Association whose real estate license has been either suspended or revoked for any reason by the State of California shall notify the Association of such action as soon as the licensee is so advised.

- A. **License Suspension.** A member of the Association whose license has been suspended by the State of California is automatically suspended from membership in the Association as of the date of such action by the State of California.
- B. **License Revocation.** A member of the Association whose license has been revoked by the State of California is automatically expelled from membership in the Association as of the date of such action by the State of California.

**Section 13. Misconduct.** Any member of the Association may be reprimanded, placed on probation, suspended or expelled for Misconduct, including but not limited to harassment of or other misbehavior with respect to an Association employee, Officer, Director, committee member, volunteer, or any other representative, personnel or service provider in the performance of their duties and obligations on behalf of the Association, after an investigation in accordance with the procedures of the Association (“Investigation”), in accordance with all applicable Association policies, procedures, rules, regulations and guidelines and applicable law. As used in this Section, Misconduct means and includes “harassment” defined as any verbal or physical conduct including threatening or obscene language, unwelcome sexual advances, stalking, 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 and any behavior which unreasonably interferes with a members exercise and enjoyment of the privileges and benefits of membership in the Association.

The Investigation will be conducted by and/or under the direction of the Association’s legal counsel. A recommendation on the appropriate disciplinary action to be taken shall be made to the Board of Directors by a Disciplinary Review Committee composed of all of the members of the Executive Committee, in accordance with the applicable Association and/or MLS policies, procedures, rules, regulations and guidelines and applicable law, and 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 (i) the complaint names a member of the Executive Committee; (ii) any such member is included in the investigation as a witness; or (iii) any such member is otherwise reasonably deemed by the Executive Committee to have an actual or potential personal, financial, or other conflict of interest with respect to any aspect of the investigation, they shall be disqualified and may not participate in the proceedings. In the event the Executive Committee is composed of an even number of Directors or any such disqualification(s) result in a committee composed of an even number of members, then and only then, the President or other highest ranking officer not disqualified shall appoint one additional member of the Board of Directors to the Disciplinary Review Committee.

Upon completion of its review, The Disciplinary Review Committee shall present its findings of facts along with its disciplinary recommendation to the Board of Directors for ratification. There shall be no independent right of review or appeal.

## **ARTICLE VII - PROFESSIONAL STANDARDS and ARBITRATION**

**Section 1. Code of Ethics and Arbitration Manual.** 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 Association, 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 deleted or amended to comply with state law.

**Section 2. Enforcement and Discipline.** The Association and Association members are also responsible for the enforcement of the Code of Ethics, the discipline of members, the arbitration of disputes, and the organization and procedures incident thereto, consistent with

the cooperative professional standards enforcement agreement entered into by the Association, which by this reference is made a part of these Bylaws.

**Section 3. Binding Arbitration For Inter-Association Disputes.** By becoming and remaining a member, every member binds her/himself and agrees to submit to arbitration by the arbitration facilities of the State Association any dispute with a member of any other local Association affiliated with the State Association provided:

- A. Bylaws of the other member Board contain a provision similar to this, and
- B. The State Association has established arbitration facilities capable of handling the dispute. In lieu of submitting to arbitration facilities of the State Association, arbitration may be held under Article 17 of the Code of Ethics of the National Association.

**Section 4. Implementation.** The Association may adopt administrative procedures to carry out the intent of this article consistent with the Code of Ethics and Arbitration Manual of the National Association.

#### **ARTICLE VIII - USE of the TERMS REALTOR® and REALTORS®**

**Section 1. Authority.** Use of the terms REALTOR® and REALTORS® by members shall, at all times, be subject to the provisions of the Constitution and Bylaws of the National Association 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, 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 2. REALTOR® Members.** REALTOR® members of the Association shall have the privilege of using the terms REALTOR® and REALTORS® in connection with their places of business within the state or a state contiguous thereto so long as they remain REALTOR® members in good standing. No other class of members shall have this privilege.

**Section 3. REALTOR® Principal Members.** 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 the state or a state contiguous thereto are REALTOR® members of the Association or Institute Affiliate members as described in Article IV.

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 4. Institute Affiliate Members.** Institute Affiliate members shall not use the terms REALTOR® or REALTORS®, nor the imprint of the emblem seal of the National Association.

## ARTICLE IX - STATE and NATIONAL MEMBERSHIPS

**Section 1. Membership.** The Association shall be a member of the National Association and the State Association. By reason of the Association's membership, each REALTOR® member of the member Association shall be entitled to membership in the National Association and the State 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 of 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 2. Exclusive Property Rights.** The Association recognizes the exclusive property rights of the National Association 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 3. Code of Ethics.** The Association adopts the Code of Ethics of the National Association 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 and the State Association.

## ARTICLE X - DUES and ASSESSMENTS

### Section 1. Fees.

- A. **Application Fee.** The Board of Directors may adopt an application fee for REALTORS® and all classes of non-voting members in reasonable amount, not exceeding three times the amount of the annual dues for applicable to membership, which shall be required to accompany each application, and which shall become the property of the Association upon final approval of the application.
- B. **Processing Fee.** In addition to the provision in 1.A. above, there shall be an application processing fee for each new REALTOR® and Affiliate member as adopted by the Board of Directors of the State Association.

### Section 2. Dues.

- A. **REALTOR® Members.** The annual dues of each Designated REALTOR® member shall be an amount established annually by the Board of Directors, plus an additional amount times the number of real estate salespersons and licensed or certified appraisers who (1) are employed by or affiliated as independent contractors, or who are otherwise directly or indirectly licensed with such REALTOR® member, and (2)

are not REALTOR® 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® member, non-member licensees as defined in (1) and (2) of this paragraph shall not be included in the computation of dues if the Designated REALTOR® has paid dues on said non-member licensees in another Association in the state or a state contiguous thereto, provided the Designated REALTOR® notifies the Association in writing of the identity of the Association to which dues have been remitted. In the case of a Designated REALTOR® 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® (as defined in (1) and (2) of this paragraph) in the office where the Designated REALTOR® holds membership, and any other offices of the firm located within the jurisdiction of this Association.

For the purpose of this Section, a REALTOR® member of a member 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 the Constitution of the National Association. An individual shall be deemed to be licensed with a REALTOR® if the license of the individual is held by the REALTOR®, or by any broker who is licensed with the REALTOR®, or by any entity in which the REALTOR® 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 2 A) hereof) 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.

A REALTOR® with a direct or indirect ownership interest in an entity engaged exclusively in soliciting and/or referring clients and customers to the REALTOR® 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, appraising or arranging financing for real property. The individuals disclosed on such form shall not be deemed to be licensed with the REALTOR® filing the form for purposes of this Section and shall not be included in calculating the annual dues of the Designated REALTOR®. Designated REALTORS® shall notify the Association within three (3) days of any change in status of Licensees in a referral firm.

A REALTOR® with a direct or indirect ownership interest in an entity in the real estate business which provides services for which a Mortgage Loan Originators license endorsement (MLO) is required may annually file with the association, on a form approved by the association, a list of the MLO licenses and certify that the listed licensees (1) have a MLO license or endorsement, (2) are not engaged in real estate licensed activities except for those which an MLO is required, and (3) are not participants or subscribers in any Multiple Listing Service. The individuals disclosed on such forms shall not be deemed to be licensed with the REALTOR® filing the form

for purposes of this Article IX, Section 2. A, and shall not be included in calculating the annual dues of the Designated REALTOR®.

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) other than referrals, providing services for which a real estate license is required, other than those for which and MLO license is required, or being a participant or subscriber of any Multiple Listing Service, and dues for the current fiscal year shall be payable.

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® membership in the Association. However, membership dues shall not be prorated if the licensee held REALTOR® membership during the preceding calendar year.

- B. **Institute Affiliate Members.** The annual dues of each Institute Affiliate member shall be an amount as established in Article II of the Bylaws of the National Association.

**NOTE:** 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 (\$105.00). The National Association shall credit \$35.00 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 \$35.00 amount will be credited to the COB, unless the Institute Affiliate member directs that the dues be distributed to the other board. The National 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.

- C. **Affiliate Members.** Dues shall be in such amount established annually by the Board of Directors.
- D. **Public Service Members.** Dues shall be in such amount established annually by the Board of Directors
- E. **Distinguished Members.** Dues shall be in such amount established annually by the Board of Directors.
- F. **Student Members.** Dues shall be in such amount established annually by the Board of Directors.

**Section 3. Dues Payable.** Dues for all members shall be payable annually in advance on or before the fifth (5th) day of January. Dues shall be paid at the time application is made. Local Dues may be paid in installments as set forth in the Association Installment Agreement.

Dues shall be prorated in a manner determined by the Board of Directors. Dues are non-refundable.

In the event a sales licensee or licensed or certified appraiser who holds REALTOR® membership is dropped for nonpayment of Association dues, and the individual remains with the Designated REALTORS'® firm, the dues obligation of the "Designated" REALTOR® (as set forth in Article X.) will be increased to reflect the addition of a non-member licensee. Dues shall be calculated from the first day of the current fiscal year and are payable within 30 days of the notice of termination.

#### **Section 4. Non-Payment of Financial Obligations.**

- A. **Suspension.** In the event dues, fees, fines, charges, or other assessments for services owed to the Association are not paid within 45 days after the due date, the nonpaying member is subject to suspension at the discretion of the Board of Directors.
- B. **Termination.** In the event dues, fees, fines, charges, or other assessments for services owed to the Association are not paid 15 days after the date of suspension, membership of the non-paying member shall be automatically terminated. However, no action shall be taken to suspend or expel a member for nonpayment of disputed amounts until the accuracy of the amount owed has been confirmed by the Board of Directors.

#### **Section 5. Reinstatement.**

- A. **Suspended Member.** A member who has had her/his membership suspended for nonpayment of dues, fees, fines, charges, or other assessments for services duly levied in accordance with the provisions of these Bylaws or the provisions of other Rules and Regulations of the Association or any of its services, departments, divisions, or subsidiaries may be reinstated upon remittance of all accounts due as of the date of suspension plus a reinstatement fee. A report is to be provided to the Board of Directors.
- B. **Terminated Member.** A member who has had her/his membership terminated for nonpayment of dues, fees, fines, charges, or other assessments for services duly levied in accordance with the provisions of these Bylaws or the provisions of other Rules and Regulations of the Association or any of its services, departments, divisions, or subsidiaries may apply for reinstatement only upon a new application for membership accompanied by a remittance of appropriate application fee. Current year dues shall not be prorated upon reinstatement.

**Section 6. 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 7. Notice of Dues, Fees, Fines, Assessments, and Other Financial Obligations.** All dues, fees, fines, assessments, or other financial obligations to the Association shall be noticed to the delinquent Association member in writing or by electronic notice, setting forth the amount owed and due date.

**Section 8. Distinguished or Honorary Members.** The dues of REALTOR® members who are REALTOR® Emeriti (as recognized by the National Association), Past Presidents of the National Association or recipients of the Distinguished Service Award shall be as determined by the Board of Directors.

**Section 9. Deadlines.** If any deadline day is a Saturday, Sunday, or holiday, the deadline shall become effective at the end of the next full business day.

**Section 10. Special Assessments.** The Directors may levy special assessments only upon approval by the membership at a duly called election for this purpose.

## **ARTICLE XI - DIRECTORS and OFFICERS**

### **Section 1. DIRECTORS**

- A. **Powers.** Subject to the limitations of Articles of Incorporation, of the Bylaws and of the California General Corporation Law as to the action to be authorized or approved by the members, and subject to the duties of Directors as prescribed by the Bylaws, all corporate powers shall be exercised by or under the authority of, and the business affairs of the Association shall be controlled by the Board of Directors. Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the Directors shall have the following powers:
- (1) To select and remove all Trustees, Agents, Independent Contractors, Officers and Employees of the Association, prescribe such powers and duties for them as are consistent with law, the Articles of Incorporation, and the Bylaws;; fix their compensation or assign that duty to the Association Executive except that the compensation of any Officer Employee must be approved by the Directors or delegated to the Executive Review Committee, if required by the terms of the Officer- Employee's Employment Agreement.
  - (2) To conduct, manage and control the affairs and business of the Association as described in the Board approved NAR Management Model, and to make such rules and regulations therefore consistent.
  - (3) To change the principal office for the transaction of the business of the Association from one location to another within the same county as provided in Article I, Section 2, hereof; to fix and locate from time to time one or more subsidiary offices of the Association within or without the State of California for the holding of any member meeting or meetings, and to adopt, make and use a corporate seal and to alter the form of such seal from time to time, as in the judgment they may deem best, provided such seal shall at all times comply with the provisions of the law.
  - (4) To borrow money and incur indebtedness for the purposes of the Association and to cause to be executed and delivered therefor, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations or other evidence of debt and securities therefor. Board approval under this Section 1.A.(4) shall require a 2/3 vote.

- (5) To make donations for the public welfare or for charitable, scientific, or educational purposes.
- (6) In the event of a dispute regarding the application or execution of Association policy or Board of Directors actions, the matter shall be reviewed and determined by the Board of Directors.

**B. Number and Qualification of Directors.** The composition of the entire Board of Directors shall be computed as follows and composed of the following twenty-seven (27) members, to be elected and/or appointed by the Board of Directors and membership as indicated below:

- (1) The President, President-Elect, Vice-President, Treasurer, Treasurer Elect (if any), and the two most recent Immediate Past Presidents of the Association, collectively known as the “**Officers**,” and shown in order of rank, shall be elected and/or automatically appointed by the Board of Directors as set forth in this Article XI Section 1. C., below.
- (2) The remaining Directors shall be elected from the REALTOR® members of the Association, who are members in good standing, by the members.
- (3) To be eligible for the position of Director of the Association, prior to the effective date of office, a member:
  - (a) must have been a REALTOR® member, in good standing, of any local association for the last five (5) years;
  - (b) must have been a REALTOR® member of the Association for minimum of two (2) full calendar years of the last three (3); or One (1) year, if transferring from another association in which the member held a leadership position;
  - (c) must be a current REALTOR® member of the Association;
  - (d) must have served a minimum of at least two (2) full calendar years of the last three (3) as a member of a “Leadership Standing Committee”, as defined in Article XIII, Section 1 below, or one (1) year if transferring from another association in which the member held a leadership position; and
  - (e) must meet and satisfy all additional qualifications and requirements to be a Director as set forth and described in the Board of Directors Format, including the job description and “Association Role, Qualifications and Duties of the Board of Directors” contained therein, adopted by the Association, as may be amended by the Board of Directors and in effect from time to time.
- (4) All Past Presidents, except the most recent two Immediate Past Presidents, and Honorary Directors of the Association who are present at a Directors’ meeting and

who are REALTOR® members of the Association, are invited to participate in Board meetings in an advisory capacity without voting rights. Notwithstanding the foregoing, no person who is not a current member of the Board of Directors or officer shall participate in executive session, unless and only to the extent necessary to provide information germane to the particular issue under discussion. In that event, such participation shall be limited solely to the period necessary to provide such information; and the person shall not be present during or participate in any further executive session deliberations or discussions.

**C. Election and Term of Office.**

- (1) The Directors (excluding the elected Officers) shall be elected yearly by the members.
- (2) The Officers appointed and elected under Section B.(1), above, shall serve one-year terms in the offices for which they were elected, except for the Treasurer who shall be automatically appointed by the Directors to the office of Treasurer to serve a term of two (2) consecutive years, commencing January 1 of the year immediately following the expiration of the Treasurer's one year term as Treasurer-Elect. The Treasurer-Elect shall be elected biennially, to serve concurrently with the Treasurer in the second year of the Treasurer's term. The Directors to be elected under Section B.(2). above, shall serve two-year terms, their terms to be staggered so that one-half will be elected each year.
- (3) The term for all elected Directors shall be the calendar year. All Directors shall hold office until their respective successors are elected and/or qualify.
- (4) If any Director serves two consecutive two-year terms, she/he will not be eligible for another term until one year has elapsed since her/his last
- (5) A candidate for election shall only be placed on the ballot for and/or serve in one office at a time in any annual or special election.
- (6) The Board of Directors may suspend any election or appointment with a super-majority vote, only in the event of a "world-wide crisis", defined as one which has been deemed to cause global health and/or safety concerns, and has resulted in mandated stay-at-home orders and the shutdown of local, state, and national economies, if the Board has determined, in its sole discretion, that such suspension will be the only way to preserve and protect the strategic direction, financial health and wellbeing of the Association.
- (7) No less than twenty percent (20%) of the SDAR Directors may serve on a board of directors of any single wholly owned subsidiary of the Association at any given time, subject to the governing documents of the subsidiary.

#### D. Removal of Directors and Officers.

- (1) Code of Ethics Violations. Any member of the Board of Directors (or officer) subject to having their name published because of violations of the Code of Ethics per NAR guidelines shall be removed from the Board of Directors. The effective date of termination shall be after the Board of Director's ratifies the hearing panel's findings of facts and after the appeal period has expired.
- (2) Code of Ethics Involving Public Trust. Any member of the Board of Directors (or officer) found in violation of the Code of Ethics involving a matter that must be referred to the California Department of Real Estate (i.e., a violation of public trust) shall be removed from the Board of Directors. The effective date of termination shall be after the Board of Directors ratifies the hearing panel's findings of facts and after the appeal period has expired.
- (3) Disqualification & Incapacity. In the event that an Officer or Director is deemed to be incapable of fulfilling the duties upon which he/she is elected due to "Disqualification" or "Incapacity", as determined in accordance with Association, rules, regulations, policies, and procedures adopted and from time to time amended and in effect, but will not resign from office voluntarily, such Officer or Director may be removed from office under the following procedure:
  - (a) A petition requesting the removal of any member of the Board of Directors shall specifically set forth the reason(s) that officer or director is deemed to be disqualified from further service.
    - (i) Such petition requesting the removal of a Director (a "Director Petition") shall be signed by not less than 5% of the eligible voting membership of the Association, or a vote of two-thirds (2/3) of the authorized number of Directors and shall be filed with the President. If the President is the subject of the petition for removal, such petition shall be filed with the President-Elect.
    - (ii) Such petition requesting the removal of an Officer (an "Officer Petition") shall be signed by not less than two-thirds (2/3) of the authorized number of directors and shall be filed with the President. If the President is the subject of the petition for removal, such petition shall be filed with the President-Elect. Any removal of an Officer shall only be voted on and made by the Board of Directors, in accordance with Association, rules, regulations, policies and procedures adopted and from time to time amended and in effect,
  - (b) Upon receipt of a Director Petition, and subject to delivery of proper notice as provided in Section (3)(c) below, not less than thirty (30) days or more than seventy-five (75) days thereafter, a special election of the eligible voting membership of the Association shall be held. The sole purpose of the election shall be to decide whether or not the director shall be deemed Disqualified or Incapacitated and removed from office.

- (c) The special election shall be noticed to the eligible voting membership of the Association at least thirty (30) days prior to the election and shall be conducted by the President of the Association. If the President is the subject of the special election, the President-Elect shall conduct the special election. A two-thirds vote of members casting votes shall be required for removal from office. The removal date shall be deemed effective upon ratification of the Board of Directors.
  - (4) Failure to Attend Board Meetings. Any member of the Board of Directors who fails to attend and be present, in accordance with Association, rules, regulations, policies, and procedures adopted and from time to time amended and in effect, for three (3) or more regularly scheduled meetings shall be removed from the Board of Directors, as provided in Article XI, Section 1.E(9) below. "Present" shall be defined as being in attendance in person, or through use of private conference telephone or electronic video screen communication, subject to reasonable restrictions to ensure the confidentiality of the communication, as set forth in Association Rules, Regulations, Policies and Procedures, for two-thirds of the scheduled meeting time.
  - (5) Failure to comply with Rules and Regulations. Any member of the Board of Directors who knowingly fails to comply with the Code of Conduct, the Confidentiality Policy or the Conflict-of-Interest Policy shall be removed from the Board of Directors, as provided in this Article XI, Section 1.E.(9) below.
  - (6) Self-Dealing. Any member of the Board of Directors who engages in self-dealing as defined in California Corporations Code section 5233, as provided in this Article XI, Section 1.E.(9) below.
  - (7) Fiduciary Duty. Any member of the Board of Directors who violates their Fiduciary Duty as defined in California Corporations Code section 309(a), as provided in this Article XI, Section 1.E.(9) below.
  - (8) Harassment. Any member of the Board of Directors who receives a complaint for Harassment may be removed from office in accordance with Article VI, Section 13.
  - (9) Any removal pursuant to this Article XI, Section 1.E.(4), 1.E.(5), 1.E.(6), 1.E.(7) or 1.E.(8) shall be subject to independent review as provided in the Association Rules and Regulations.
- E. **Regular Meetings.** Regular meetings of the Board of Directors shall be held at such times and place as may be designated from time to time by resolution of the Board of Directors.
- F. **Special Meetings.** Special Meetings of the Board of Directors for any purpose or purposes shall be called at any time by the President or if she/he is absent, unable or refuses to act, by a majority of the Directors. Written notice of the time and place of special meetings shall be delivered personally to each Director by mail, e-mail, fax, or other form of written communication, charges prepaid, addressed to the Director at

her/his address as it is shown upon the records of the Association. Notice by mail shall be sent first class and deposited at least four (4) days before the date of the special meeting. Notice by email or fax shall be sent at least forty-eight (48) hours prior to the time of the meeting. Such mailing, or notification as above provided shall be due, legal, and personal notice to such Directors.

- G. **Notice of Adjournment.** Notice of the time and place of holding an adjourned meeting need not be given to absent Directors if the time and place was fixed at the meeting adjourned.
- H. **Waiver of Notice.** The transactions at any meeting of the Board of Directors, however called and noticed or wherever held, shall be as valid as though had a meeting been duly held after regular call and notice, if a quorum be present and if either before or after the meeting, each of the Directors not present signs a written waiver of notice of the meeting thereof. All such waivers, consents, or approval shall be filed with the corporate records or made part of the minutes of the meeting.
- I. **Action by Consent.** Any action required or permitted to be taken by this Board of Directors may be taken without meeting if all members of the Board of Directors individually or collectively consent in writing to such action. Such written consent or consents shall be filed with the minutes of the proceedings of the Board of Directors. Such action by written consent shall have the same force and effect as a unanimous vote of such Directors.
- J. **Quorum.** Except as otherwise specifically set forth in these Bylaws, a majority of the authorized number of Directors shall be necessary to constitute a quorum for the transaction of business, except to adjourn, as hereinafter provided shall be counted to determine a quorum. Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Directors, unless a greater number be required by the Board of Directors, required by law, or required by Articles of Incorporation. A two thirds (2/3) majority shall be required for the Directors to endorse a political candidate or a public issue. Notwithstanding the foregoing, a two-thirds (2/3) majority of the authorized number of Directors shall be necessary to constitute a quorum for the election of Officers, as provided in Section 2.C. below.
- K. **Visitors.** Members may attend any meetings of the Board of Directors except for Executive Sessions.
- L. **Adjournment.** A quorum of the Directors may adjourn any Directors meeting to meet again at a stated day and hour; provided, however, that in the absence of a quorum a majority of the Directors present at any Directors meeting, either regular or special, may adjourn from time to time until fixed for the next regular meeting of the Board of Directors.
- M. **Fees and Compensation.** Directors and members of committees may not receive compensation for their services unless such compensation is fixed and determined by resolution of the Board of Directors.

## Section 2. OFFICERS

- A. **Officers.** The Officers of the Association shall be the President, who shall be the person who was the President-Elect during the preceding year, the President-Elect, the Vice-President, the Treasurer, the two most recent Immediate Past Presidents, and the Association Executive who may also be the Secretary.
- (1) **Chair of the Board.** The Chair of the Board shall be the President, who shall preside at all meetings of the Board of Directors and exercise and perform such powers and duties as may be from time to time assigned to the Chair by the Board of Directors or prescribed by the Bylaws.
  - (2) **President.** The President shall be the Chair of the Board of the Association and shall, subject to the direction of the Board of Directors, have general supervision, direction and control of the business and meetings of the members and all meetings of the Board of Directors. The President shall be an ex-officio non-voting member of all committees and shall have such other powers and duties as may be prescribed by the Board of Directors, Association policies and job descriptions and/or the Bylaws. The President is the spokesperson for the Association. Spokesperson authority may be given to other Directors, Officers, or staff by the President according to policy established by the Association. The President may appoint Presidential Advisory Groups.
  - (3) **Association Executive.** The Association Executive (*formerly known as the Executive Vice President*) shall be appointed by the Board of Directors. The Association Executive shall, consistent with the approved NAR Management Model: plan, direct and supervise the professional and clerical employees of the Association; oversee all operational functions and administrative policies of the Association and administer the budget in conjunction with the Treasurer. The Association Executive shall be the principal liaison officer with other local real estate boards, the State Association, and the National Association. The Association Executive may serve under written contract providing such contract is not for a period exceeding seven (7) years. The Association Executive must attend all Board of Directors meetings unless excused by the Board of Directors and shall be an ex-officio non-voting member of the Executive Committee. In addition to the President, the Association Executive or designee is also authorized to serve as the spokesperson for the Association. Any references to the “Executive Vice President” in these Bylaws or any other Association governing and operating documents shall be deemed to refer to the “Association Executive.”
  - (4) **President-Elect.** In the absence, disqualification or disability of the President, the President-Elect shall perform all the duties of the President, also serving as President during the term for which the President-Elect was elected. The President-Elect shall be a member of the Executive Committee, a member of the Budget and Assets Committee, and shall be chair of the Strategic Planning Committee during the year of service as President-Elect. The President-Elect shall be an ex-officio non-voting member of all other committees and have such other

powers and duties as may be prescribed by the Board of Directors, Association policies and job descriptions and/or the Bylaws

- (5) **Vice-President.** The Vice-President shall be a member of the Executive Committee and the chair of the Membership Committee. The Vice-President shall have other such powers as may be prescribed by the Board of Directors, Association policies and job descriptions and/or the Bylaws.
- (6) **Secretary.** Unless otherwise appointed by the Board of Directors, the Association Executive shall serve as the Secretary of the Association. The Secretary shall cause to be kept at the principal office or such other place as the Board of Directors may order, a record of minutes of all meetings of the Board of Directors and members, with the time and place holding, whether regular or special, and if special, how authorized, the notice thereof given, the names of those present at Director's meetings, the number of members present at members' meetings, and the proceeding thereof. The Secretary shall keep membership records containing the name and address of each member and showing the class of her/his membership. Termination of any membership shall be recorded together with the date on which the membership ceased. The Secretary shall cause to be given, notice of all meetings of the members and of the Board of Directors required by the Bylaws or by law. The Secretary shall keep the seal of the Association in safe custody and shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or the Bylaws.
- (7) **Treasurer.** The Treasurer shall serve a term of two (2) consecutive years, immediately following the expiration of the prior one (1) year term as Treasurer-Elect. The Treasurer shall be a member of the Executive Committee, and chair of the Budget and Assets Committee. The Treasurer shall oversee and ensure to be kept and maintained adequate and correct account of the properties and business transactions of the Association, including accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital, and surplus. The book of accounts shall upon reasonable notice be open to inspection by any eligible voting member. The Treasurer shall oversee and ensure to be deposited all monies and other valuables in the name and to the credit of the Association in accordance with policies established by the Board of Directors. The Treasurer shall oversee and ensure the disbursement of funds of the Association as may be ordered by the Board of Directors and shall upon request render to the President and Directors, an account of transactions as Treasurer and of the financial condition of the Association. The Treasurer shall have such other powers and perform such other duties as may be prescribed by the Board of Directors
- (8) **Treasurer-Elect.** The Treasurer-Elect shall shadow the Treasurer, who shall be responsible for training the Treasurer-Elect to take over the role of Treasurer, upon the expiration of the Treasurer Elect's and Treasurer's term of office. The Treasurer-Elect shall serve a term of one (1) year, and automatically elevate to the office of Treasurer upon expiration of the term as Treasurer-Elect and Treasurer. The Treasurer-Elect shall assist the Treasurer in the performance of the Treasurer's duties and obligations to the Association and serve as Vice-Chair of the Budget and Assets Committee.

B. **Qualifications.** To be eligible for an officer position of the Association, the person must have completed three (3) full years of service out of the last 5 years on the Board of Directors in good standing prior to the year for which he or she is nominated for office.

(1) A Director in good standing is a Director who:

(a) Is a Member in good standing

(b) Has an active REALTOR® membership status with the Association.

(c) Maintains the minimum attendance standards on all active committees and the Board of Directors.

(d) Has an active Department of Real Estate Broker or Salesperson license.

(2) Must meet and satisfy all additional qualifications and requirements to be an Officer as set forth and described in the Board of Directors Format, including the job description, Role, Qualifications and Duties of the Board of Directors and, if applicable, Elected Officer Duties, Responsibilities and Authority contained therein, adopted by the Association as may be amended and in effect from time to time.

(3) Each Officer of the Association shall hold office until she/he resigns, is removed, disqualified to serve, or her/his successor is elected.

(4) A President-Elect shall not be eligible to run for any other Officer position until the third year after serving as President-Elect.

(5) A Treasurer-Elect shall not be eligible to run for any other Officer position until the second year after serving as Treasurer-Elect.

(6) Effective January 1, 2025, no Officer of the Association shall concurrently serve as an officer of any wholly owned subsidiary of the Association.

C. **Election.** The Officers of the Association other than the Association Executive, Secretary, President and the two most recent Immediate Past Presidents serving as such shall be elected by the sitting Board of Directors in accordance with the Association Administrative Election Procedures.

D. **Removal.** See Article XI. Removal of Directors and Officers.

E. **Resignation.** Any Officer may resign at any time by giving written notice to the Board of Directors, to the President or to the Association Executive of the Association. Such resignation shall take effect upon acceptance of the Board of Directors. Notwithstanding any other term or provision of these Bylaws, any Officer who resigns prior to the completion of the Officer's term may not serve in any other Office until the remaining term of the Office resigned from has expired.

- F. **Stipends & Reimbursements.** Officers may receive stipends & reimbursements as determined by resolution of the Board of Directors.

### **Section 3. ELECTION PROCEDURE**

- ~~A.~~ **Nominations.** The nomination and Election process, procedures and election shall be conducted by the Nominating/Election Committee, in accordance with the Nominating/Election Rules and Procedures. Due to the comprehensive nature of the Nominating/Election Rules and Procedures, no write-ins will be allowed to run for any office, and any write-in vote received will constitute and be treated as an abstention.
  
- B. **Use of Ballots.** Every issue requiring a vote by the members may be conducted by a ballot distributed to every member entitled to vote on the matter. Such ballot shall set forth the candidate and proposed action, provide an opportunity to specify approval or disapproval of any candidate or proposal, and provide a reasonable time in which to return the ballot to the Association. The Nominating/Election Committee shall adopt appropriate administrative procedures governing the use of ballots, which procedures shall incorporate Sections 7513 and 7514 of the California Corporation Code and shall be subject to ratification by the Board of Directors

**Section 4. Vacancies Among Officers and Directors.** Vacancies among the Officers and the Board of Directors shall be filled by appointment of the President with majority approval of the Board of Directors, in accordance with Association, rules, regulations, policies, and procedures adopted and from time to time amended and in effect, with the following limitations:

- A. No employee of the Association, a wholly owned subsidiary of the Association or entity in which the Association has a financial interest or investment may be appointed to fill a vacancy.
  
- B. Should there be a vacancy of either the Immediate-Past President or Immediate-Past-President positions, any appointment must be an Association past President, if possible, beginning with the most recent non-officer past President, and continuing through successive past Presidents, not to exceed ten (10) years back, until the position is accepted. If no such Past President is available or willing to serve, then a vacancy shall be deemed to exist, which shall be filled as provided in this Article XI, Section 4, without regard to the requirement that the seat be filled by a Past President.
  
- C. Any candidate for appointment to an officer position not referred to in Article XI, D(2) must be either a current board member or have been a board member in the prior year.
  
- D. Except as provided in Article XI, Section 1, D (2), Any candidate for appointment must meet the Qualifications to run for the vacant Office and/or Board of Directors, as applicable.
  
- E. Submission for any candidate for appointment cannot be placed on a consent agenda.

A vacancy or vacancies in the Officers and/or Board of Directors shall be deemed to exist in case of death, by election to another office, failure to elect, resignation, or removal of any Director, or if the authorized number of Directors be increased. The members may elect a Director or Directors at any time to fill any vacancy or vacancies not filled by the Directors. If the Board of Directors accepts the resignation of a Director tendered to take effect at a future time, the Board of Directors or the members shall have the power to elect a successor to take office when the resignation is to become effective, provided that Officers may only be elected by the Board of Directors. No reduction of the authorized number of Directors shall have the effect of removing any Director prior to the expiration of her/his term of office.

## **ARTICLE XII - MEETINGS of MEMBERS**

**Section 1. Annual Meetings.** The annual meeting of the Association shall be held within fifteen (15) days after the Election Date each year, the date, place, and hour to be designated by the Board of Directors. At such meeting, Officers and Directors shall be announced as elected, reports of the affairs of the Association shall be considered, and any other business may be transacted which is within the powers of the members, except that action shall not be taken on any of the following proposals unless written notice of the general nature of the business or proposals has been given as in case of a special meeting, even though notice of regular or annual meetings is otherwise dispensed with: (a) a proposal to sell, lease, convey, exchange, transfer or otherwise dispose of all or substantially all of the property or assets of the Association under Section 3900 of the California Corporations Code; (b) a proposal to merge or consolidate with another corporation, domestic or foreign; (c) a proposal to amend the Articles of Incorporation; and (d) a proposal to wind up and dissolve the Association.

**Section 3. Other Meetings.** Meetings of the members may be held at other times as the President or the Board of Directors may determine, or upon the written request of at least 3% of the members eligible to vote.

**Section 4. Notice of Meetings.** Written or electronic notice of each annual or special meeting of members shall be given to every member entitled to participate in the meeting not less than ten (10) nor more than ninety (90) days preceding all meetings to each member who, on the record date for notice of the meeting, is entitled to vote; provided, however, that if notice is given by mail and the notice is not mailed first class, registered or certified mail, the notice shall be given not less than twenty (20) days preceding the meeting. Notice shall be written or in electronic form and shall state the place, date, and time of the meeting and (i) in case of a special, the general nature of the business to be transacted, and (ii) in the case of a meeting at which Directors are to be elected, the names of all those who are nominees at the time the notice is given to members. Notice shall be given either personally or by mail or other means of written or electronic communication, addressed to the member at the mailing or electronic address of such member appearing on the books of the Association or given by the member to the Association for the purpose of notice; or if no such address appears or is given, at the place where the principal office of the Association is located or by publication at least once in a newspaper of general circulation in San Diego County. If a special meeting is called, it shall be accompanied by a statement of the purpose of the meeting. All notices referred to in these Bylaws may be given, in addition to other means provided, by electronic communications mail to the fullest extent permitted by law.

**Section 5. Adjourned Meetings and Notices Thereof.**

- A. **Majority Vote.** Any member meeting, annual or special, whether or not a quorum is present, may be adjourned from time to time by vote of a majority of the voting members, but in absence of a quorum no other business may be transacted at such meeting.
  
- B. **No Notice Required.** When a meeting of the members is adjourned to another time and place, notice need not be given of the adjourned meeting if the time and place thereof are announced at the meeting at which the adjournment is taken. At the adjourned meeting, the Association may transact any business which might have been transacted at the original meeting. If the adjournment is for more than forty-five (45) days or if after the adjournment a new record date is fixed for the adjourned meeting, a notice of the adjourned meeting shall be given to each member of record entitled to vote at the meeting.

**Section 6. Quorum.** The presence (a) in person or (b) by written ballot solicited, completed, and received in accordance with the Bylaws, and the administrative procedures governing the use of such ballots, of three (3) percent of the members eligible to vote for any purpose shall constitute a quorum for the transaction of business.

**ARTICLE XIII – COMMITTEES, TASK FORCES and ADVISORY GROUPS**

**Section 1. Standing Committees.** In addition to the Board of Directors, the Association shall have the following standing committees:

- \*\*Budget & Assets
- \*\*Bylaws
- Caravan HUB
- CRASD
- \*\*Education
- \*\*Executive
- \*\*Strategic Planning
- \*\*Mediation
- \*\*Government Affairs
- \*\*Grievance\*
- Nominating & Election
- \*\*Housing Opportunities
- \*\*International Affairs
- Leadership Advancement & Development
- Executive Review
- Facilities
- \*\*YPN
- \*\*Membership
- \*\*IT & Business Technology
- \*\*Professional Standards\*
- \*\*REALTORS® Political Action
- \*\*Risk Management
- Marketing, Communications & Events

\* Members of committees designated by an asterisk shall serve three- year staggered terms.  
\*\*. Committees designated by a double asterisk are “Leadership Committees,” which may serve as prerequisites for Directors and Officers.

The Board of Directors may appoint other standing committees, as appropriate or necessary, to meet the objectives of the Association. The President shall appoint, subject to confirmation by the Board of Directors, the chairs of the standing committees. The President-Elect shall appoint the vice chairs of the standing committees, subject to confirmation by the Board of Directors. The committee chair shall interview and makes recommendations to the President & President-Elect to select committee members subject to approval by the Board of Directors.

## **Section 2. Executive Committee.**

- A. **Authority.** The Executive Committee shall be subject to the same directives which govern the Board of Directors and shall be advisory to the directorate and the President. It shall conduct the affairs of the Association in accordance with the policies and instructions of the Board of Directors. The Executive Committee shall meet at the call of the President. The Executive Committee shall have the authority to act on behalf of the Association when required between Directors' meetings. All actions taken by the Executive Committee on behalf of the Association which, except due to urgency, would normally be Directors' actions, shall be reported at the next Board of Directors meeting, unless advised otherwise by legal counsel.
- B. **Members.** The Executive Committee shall be composed of the following members: President (Chair), President-Elect (Vice-Chair), Vice-President, Treasurer, and the two most recent Immediate Past-Presidents. The President shall appoint two additional members of the Board of Directors to the Executive Committee. Included on this committee shall be the Association Executive and Secretary as non-voting member(s).

**Section 3. Executive Review Committee.** The Executive Review Committee shall be composed of the following members: President (Chair), President-Elect, (Vice-Chair), Immediate Past President, Immediate, Immediate Past President, and the Treasurer. This committee shall be governed by the Committee Format as approved by the Board of Directors and may be limited in reporting their decisions based on the terms of the Employee- Officer's Employment Agreement.

**Section 4. Special Committees (Ad Hoc), Advisory and Working Groups.** The President may appoint, subject to confirmation by the Board of Directors, special committees, advisory or working groups as deemed necessary. All groups created under this Article 13, Section 4, shall terminate at the end of each President's term.

**Section 5. Task Forces.** The President shall annually appoint, subject to confirmation by the Board of Directors, task forces, as necessary. All task forces created under this Article 13, Section 5, shall terminate at the end of the President's term.

**Section 6. Additional Committee Appointments.** The President may appoint Institute Affiliate, Affiliate, Public Service, Distinguished, Honorary and Student members, subject to confirmation by the Board of Directors, to serve as non-voting members on standing committees, special committees, task forces and working groups as long as the majority of the committee, task force and working group is composed of REALTOR® members. The President may appoint, subject to confirmation by the Board of Directors, task forces as deemed necessary.

**Section 7. Ex-Officio Committee Members.** The President, President-Elect and Association Executive shall be ex-officio non-voting members of all committees, task forces and working groups, and shall be notified of their meetings. In addition, Association members appointed by the National Association, the State Association, or the Association to serve on State Association or National Association committees shall be included as ex-officio members on the Association's counterpart committees. All ex-officio members shall be non-voting

members and shall not be considered when determining a quorum, except as may be approved by the Board of Directors.

**Section 8. Organization.** All committees shall be of such size and shall have such duties, functions, and powers as assigned by the President and confirmed by the Board of Directors except as otherwise provided in these Bylaws.

**Section 9. Committee Format.** Each committee shall have a format delineating its authority, purpose, operational rules, procedures, and makeup, which has been approved by the Board of Directors. All committee formats and changes in format will be submitted to the Bylaws Committee for review prior to submission to the Board of Directors for approval at their next convened meeting.

**Section 10. Non-Delegable Power.** No committee, including the Executive Committee, however composed, shall have the authority to take any of the following actions:

1. Take any actions that require a member vote;
2. Fill vacancies on the Board or in any committee which has the authority of the Board;
3. Fix compensation of the directors for serving on the Board or any committee;
4. Amend or repeal any Bylaws, or adopt new Bylaws;
5. Amend or repeal any resolution of the Board which by its express terms is not amendable or repealable;
6. Appoint committees of the Board or the members thereof;
7. Expend corporate funds to support a nominee for director after there are more people nominated for director than can be elected; or
8. Approve any self-dealing transactions as such transactions are defined in California Corporation Code #5233, except as provided in California Corporation Code # 5233(d).

**Section 11. Commercial Division.**

- A. **The Commercial Division.** There shall be a separate Division of the Association (the “Commercial Division”) for members who are actively involved in the field of commercial real estate. The primary purpose of the Commercial Division shall be to interact and coordinate Association commercial activities and initiatives with the Commercial Real Estate Alliance of San Diego, Inc., a California Nonprofit Mutual Benefit Corporation (“CRASD”).
- B. **Members.** Any member who satisfies the criteria for admission may join the Commercial Division. Membership criteria shall be under the purview and supervision of the Commercial Division Executive Committee, which shall establish

reasonable criteria, relating to a member's commercial experience and business, for admission to the Commercial Division in its committee format.

- C. **Commercial Division Executive Committee.** The Commercial Division shall be operated by the Commercial Division Executive Committee. The Commercial Division Executive Committee shall be comprised of all of the members of the Board of Directors of CRASD, who shall include the elected officers of CRASD, the immediate past President of the CRASD Board of Directors, seven (7) members who shall be elected by the Commercial Division members and one (1) member appointed by the President of the Association. The Commercial Division Executive Committee format shall establish detailed election procedures for the CRASD elected Board members; provided, the election year for CRASD shall coincide with the election year for the Association.
- D. **Chairman of CRASD.** The President of CRASD shall also serve as the Chairman of the Commercial Division Executive Committee.
- E. **Budget.** The Commercial Division Executive Committee shall work together with the Association Chief Executive Officer and/or Chief Financial officer to establish an annual budget for the Commercial Division and CRASD.
- F. **Fund Raising and Education.** The Commercial Division shall jointly produce and hold separate fundraising and educational seminars with CRASD, focusing specifically on commercial issues.
- G. **CRASD Committees.** The Commercial Division Executive Committee shall coordinate the activities of certain CRASD committees (i.e., Governmental Affairs, Public Policy, etc.) with the corresponding Association committee, department, or responsible party.
- H. **Oversight of SDAR Board.** All decisions and policies of the Commercial Division shall be subject to approval and ratification by the Association Board of Directors, with appropriate deference to decisions of the Commercial Division Executive Committee where appropriate.

#### **ARTICLE XIV - FISCAL and ELECTIVE YEAR**

The fiscal year of the Association shall be the calendar year. The elective term shall be concurrent with the term of the calendar year.

#### **ARTICLE XV - RULES of ORDER**

Robert's Rules of Order, Newly Revised, current 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 XVI – AMENDMENTS

**Section 1. Adoption Procedures.** New Bylaws may be adopted or these Bylaws may be amended or repealed either by, (a) ballots as provided in Article XI – Directors and Officers, Section 3.C. Use of Ballots, or (b) a majority vote of the members present and qualified to vote at any election at which a quorum is present, provided the substance of such proposed amendment or amendments shall be plainly stated in the call for the meeting, except as otherwise provided by law or by the Articles of Incorporation or these Bylaws.

**Section 2. Power of Directors.** Subject to the right of members as provided in section 1 of this Article to adopt, amend, or repeal Bylaws, the Board of Directors may adopt, amend, or repeal the Bylaws except in any of the following cases:

1. Any Bylaw amending Article IV, VI, VIII, XI, XII, or XVI;
2. Any action that would (i) materially and adversely affect the rights of members as to voting, dissolution, redemption, or transfer; (ii) increase or decrease the number of members authorized in total or for any class; (iii) effect an exchange, reclassification or cancellation of all or part of the memberships; or (iv) authorize a new class of membership;
3. Any Bylaw specifying or changing a fixed number of Directors or the maximum or minimum number of changing from a fixed to a variable Board of Directors or vice versa;
4. Any Bylaw provision increasing the terms of Directors;
5. Any Bylaw providing that the Board of Directors may fill vacancies occurring in the Board of Directors by reason of the removal of Directors;
6. Any Bylaw amendment to increase the quorum required at a meeting of members; or
7. Any amendment of the Bylaws repealing, restricting, creating, or expanding proxy rights of members.

**Section 3. Notices.** Notice of all meetings at which amendments are to be considered shall be mailed or delivered to every member eligible to vote not less than ten (10) nor more than ninety (90) days prior to the meeting.

**Section 4. Effective Date.** 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 XVII - DISSOLUTION

Upon the dissolution or winding up of affairs of this Association, the Board of Directors, after providing for the payment of all obligations, shall distribute any remaining assets within its discretion, to any other Association of REALTORS® or not for profit organization.

## ARTICLE XVIII - MULTIPLE LISTING SERVICE CORPORATION(MLS)

**Section 1. Authority.** The Association of REALTORS® may maintain for the use of its members an MLS, which shall be a lawful corporation of the State of California, all of the stock of which shall be owned by this association of REALTORS®.

**Section 2. Shareholder Representative.** The Corporation shall appoint a “Shareholder Representative”, who shall be empowered to vote the SDMLS shares held by SDAR and provide any and all consents and approvals and take all such actions requiring the consent, approval or other action of the SDMLS Shareholder, strictly as directed by the Corporation Board of Directors. For this purpose, the Shareholder Representative shall meet with the Corporation Board of Directors or, if approved by the Corporation Board of Directors, the Executive Committee or other representative(s), prior to each SDMLS Board meeting in order that the Shareholder Representative may carry out the wishes of the Corporation Board of Directors. The President of the Corporation shall serve as the Shareholder Representative; provided, however, in the event the President has a “Potential Conflict of interest”, defined solely for purposes of this Article XVIII as “(i) a familial relationship with any Officer of SDMLS; or (ii) a common employer/employee relationship with any employer or employee of an Officer of SDMLS”, or as further specified in the Corporation’s then existing Conflict of Interest Policy, then the President shall be disqualified from serving as Shareholder Representative. In that event, the President-Elect shall serve as the Shareholder Representative, unless the President-Elect has a Potential Conflict of Interest, in which case, the Board of Directors shall simply appoint another Officer who does not have a Potential Conflict of Interest to serve as the Shareholder Representative.

**Section 3. Purpose.** An MLS is a means 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 data bases; and is a facility for the orderly correlation and dissemination of listing information among the Participants so Participants may better serve their clients and the public.

**Section 4. Governing Documents.** The Board of Directors shall cause any MLS established by it pursuant to this Article to conform its corporate charter, constitution, Bylaws, rules, regulations, and policies, practices, and procedures at all times to the Constitution, Bylaws, Rules, Regulations, and Policies of the National Association.

**Section 5. Participation.** Any REALTOR® member of this or any other Association who is a principal, partner, corporate officer, or branch office manager acting on behalf of the principal, without further qualification, except as otherwise stipulated in these Bylaws, shall be eligible to participate in Multiple Listing 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 or are licensed or certified by an appropriate state regulatory agency to engage in the appraisal of real property. Use of information developed by or published by an Association MLS 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 by or published by an Association MLS 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" 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 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 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. 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" 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 on a nondiscriminatory manner to all Participants and potential Participants.*

**Section 5. Conflicts.** Whenever there may be a conflict between the provisions of the Rules and Regulations and the provisions of these Bylaws, the REALTOR® members of the Association shall be governed by these Bylaws, so long as they are not put at a disadvantage in transactions or controversies with non-member participating brokers and their affiliates.

**Section 6. Non-Member Participatory Rights.** A non-member applicant for MLS participation who is a principal, partner, corporate officer, or branch office manager acting on behalf of a principal, without further qualification, except as otherwise stipulated in these Bylaws, shall be eligible to participate in multiple listing 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 multiple listing service "membership" or "participation" unless they hold a current, valid real estate broker's license or are licensed or certified by an appropriate state regulatory agency to

engage in the appraisal of real property. Use of information developed by or published by an association 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 by or published by an association multiple listing service where access to such information is prohibited by law.

**Section 7. Subscribers.** Subscribers (or users) of the MLS include non-principal brokers, sales associates, and licensed and certified appraisers affiliated with Participants.

***BALANCE OF PAGE INTENTIONALLY LEFT BLANK***

**APPENDIX “A”  
AMENDMENTS AND RESTATEMENTS**

**Revisions Approved by Membership:  
August 30, 2012**

**Special Election Revisions Approved by Membership:  
April 19, 2013**

**Revisions Approved by Membership:  
September 4, 2015**

**Revisions Approved by Membership:  
August 26, 2021**

**Revisions Approved by Membership:  
August 26, 2023**

**Revised by Membership: 08.30.2012**

*Article I., Section 1.*

*Article XI., Section 1., K.*

*Article XI., Section 1., D.*

**Revised by Membership at Special Election: 04.19.2013**

*Article IV., Section 1., D.*

*Article VI., Section 4.*

*Article XI.*

**Revised by Membership: 09.04.2015**

*Article IV., Section 1., A*

*Article VI., Section 11.*

**Revised by Board of Directors:**

*Article XIII., Section 1 (02.17.12)*

*Article XIII., Section 1 (05.10.12)*

*Article VII, Section 2. (12.14.12)*

*Article V., Section 1., A. (05.10.13)*

*Article XIII, Section 1 (12.11.15)*

*Article V, Section 3 (12.18.16)*

*Article V, Section 5 (12.18.16)*

*Article VI, Section 5 (12.18.16)*

*Article XII, Section 1 (03.23.18)*

**Adopted by Board of Directors:**

*Article X, Section 2 (12.13.13)*

*Article XI, Section 1., C., (6)*

**Revised by Membership: 08.30.2018**

*Article XI, Section 1D*

*Article XI, Section E4-6C*

**Revised by Membership: 08.26.2021**

*Article III*

*Article IV, Section 1., E.*

*Article V, Section 3., F.*

*Article VI, Section 13*

*Article XI, Section 1., B.(1)-(5)*

*Article XI, Section 1., C., (2)*

*Article XI, Section 1., D.*

*Article XI, Section 2., B.*

*Article XI, Section 1., J.*

*Article XI, Section 2., A.*

*Article XI, Section 2., H.*

*Article XI, Section 2., C., (2)*

**Revised by Membership: 08.26.2022**

Article VI, Section 13  
Article XI, Section 2, A.  
Article XI, Section 2, K.  
Article XIII, Section 2, B.

**Revised by Membership: 08.26.2023**

<i>Article IV, Section, 1, A., (1)</i>	<i>Article IV, Section 1, E..</i>	<i>Article V, Section 1, B..</i>
<i>Article V, Section 3, E.</i>	<i>Article V., Section 3, F.</i>	<i>Article VI, Section 10</i>
<i>Article VI, Section 13</i>	<i>Article X, Section 2, B, NOTE</i>	<i>Article X, Section 3</i>
<i>Article X, Section 7</i>	<i>Article XI, Section 1, A., (1)</i>	<i>Article XI, Section 1, A., (4)</i>
<i>Article XI, Section 1, B., (2)</i>	<i>Article XI, Section 1, B., (4), (a)</i>	<i>Article XI, Section 1, B., (4), (c)</i>
<i>Article XI, Section 1, B., (4), (e)</i>	<i>Article XI, Section 1, C., (4)</i>	<i>Article XI, Section 1, C., (5)</i>
<i>Article XI, Section 1, D</i>	<i>Article XI, Section 1, E., (3)</i>	<i>Article XI, Section 1, E., (4)</i>
<i>Article XI, Section 1, E., (5)</i>	<i>Article XI, Section 1, E., (6)</i>	<i>Article XI, Section 1, E., (7)</i>
<i>Article XI, Section 1, E., (8)</i>	<i>Article XI, Section 1, E., (9)</i>	<i>Article XI, Section 1, E., (9), (a)</i>
<i>Article XI, Section 1, E., (9), (b)</i>	<i>Article XI, Section 1, E., (9), (c)</i>	<i>Article XI, Section 1, E., (10)</i>
<i>Article XI, Section 2, B., (1)</i>	<i>Article XI, Section 2, I.</i>	<i>Article XI, Section 2, J.</i>
<i>Article XI, Section 2, K.</i>	<i>Article XI, Section 2, N.</i>	<i>Article XI, Section 3, A.</i>
<i>Article XIII, Section 1</i>	<i>Article XIII, Section 2, A.</i>	<i>Article XIII, Section 2, B.</i>
<i>Article XIII, Section 3</i>	<i>Article XIII, Section 4</i>	<i>Article XIII, Section 5</i>
<i>Article XIII, Section 7</i>	<i>Article XIII, Section 11, A.</i>	<i>Article XIII, Section 11, C</i>
<i>Article XIII, Section 11, D</i>	<i>Article XIII, Section 11, E</i>	<i>Article XIII, Section 11, F</i>
<i>Article XIII, Section 11, G</i>	<i>Article XVIII</i>	<i>Article XIII, Section 1</i>

**Revised by Membership: 08.23.2024**

**Revised by Board of Directors: 12.20.2024**

*Article XVIII, Section 2*

**Revised by Board of Directors: 1.24.2025**

*Article V, Section 3, H., & I.*

**APPENDIX "B"**  
**JURISDICTION**

PARCEL A.

NORTHERN BOUNDARY: Beginning at the northeast corner of San Diego County; thence westerly along the San Diego County; thence westerly along the San Diego and Riverside County line to the northwest corner of Section 6, Township 9 south, Range 1 west;

WESTERN BOUNDARY: Thence southerly along the range line to the northwest corner of Section 7, Township 10 south, Range 2 west; thence easterly along the north line of Sections 7, 8 and 9 to the boundary of Pala Indian Reservation; thence meandering along the southerly boundary of said reservation to the northeast corner of Section 14; thence southerly along the east line thereof to the northwest corner of Section 24; thence easterly to and along the north line of Sections 19 and 20, Township 10 south, Range 1 west to the southwesterly line of Pauma Rancho; thence southeasterly along said southwesterly line to the east line of Section 21; thence southerly along the east line of Sections 21, 28 and 33, Township 10 south, Range 1 west, and Section 4, Township 11 south, Range 1 west, to the southeast corner thereof; thence easterly along the north Sections 10, 11 and 12 to the east line of the west half of Section 7, Township 11 south, Range 1 east, thence southerly along the centerline of Sections 7, 18 and 19 to the northwesterly line of Ranch Gueiito; thence southwesterly, southerly and easterly along the boundary of said Rancho to the east line of Section 12, Township 12 south, Range 1 west; thence southerly along the east line of Sections 12, 13, 24, 25 and 36 to the northern corporate boundary of the City of San Diego; thence meandering westerly and southerly along said boundary to the south lie of the north half of Section 18, Township 13 south, Range 2 west; thence westerly to the southwest corner of said north half; thence southerly along the west line of Sections 18 and 19 to the northeast corner of Sections 25, Township 13 south, Range 3 west; thence westerly along the north line; thence southerly along the west line of Section 25; thence westerly along the south line of Section 26 to the northeast corner of Section 34; thence southerly to and along the east line of Sections 3 and 10, Township 14 south, Range 3 west, to the south rear lot line of Black Mountain Road; thence meandering westerly along said line to and along the south rear lot line of Carmel Valley Road to the east rear lot line of Highway 101 (S 21); thence southerly along said lot line to the westerly prolongation of the south line of Section 24, Township 14 south, Range 4 west; thence westerly along said prolongation to the Pacific Ocean shoreline; thence southerly along said shoreline to the north line of U.S. Government land on Point Loma.

SOUTHERN BOUNDARY: Thence meandering easterly and southerly along said north line to the San Diego Bay shoreline; thence clockwise along said shoreline to the westerly prolongation of Division Street; thence northeasterly along said prolongation to and along the northerly line of Rancho de la Nacion to the northeasterly corner thereof, being in Sweetwater Road; thence southerly along the easterly line of said Rancho and prolongation thereof to the U.S. Mexican border; thence easterly along said border to the southeast corner of San Diego County.

EASTERN BOUNDARY: Thence northerly along the S. D. Imperial County lie to the point of beginning.

EXCEPTING THAT PORTION WITHIN THE EAST SAN DIEGO REALTORS®  
JURISDICTION DESCRIBED AS FOLLOWS:

EAST COUNTY

WESTERN BOUNDARY: Beginning at the corner point common to the boundaries of the City of San Diego, the City of El Cajon and the City of La Mesa, being Point "A" of this description; thence in a northerly direction along the common boundaries of the City of El Cajon to an angle point in the boundary of Fanita Rancho, Map No. 688; thence along said boundary North 51° 45' west 15, 114 feet to an angle point in the boundary of the

resubdivision of Fanita Rancho, Map No. 1703, being Point "B" of this description; thence along said boundary north 8° 00' west 6,425 feet; north 49° 25' 45" east 24, 152 feet; north 77° 44' 30" east 7,899 feet to the northwesterly corner of San Diego Eucalyptus Company's Land Tract No. 2, Map 1492, being Point "C" of this description.

NORTHERN BOUNDARY: Thence along the northerly line thereof north 77° 45' east 5,719.56 feet and easterly to and along the northerly line of El Cajon Valley Company's Land, Map No. 289, to the west line of Section 6, Township 15 south range 2 east, being Point "D" of this description; thence northerly along the west line of said Section 6 to the northwest corner thereof; thence easterly along the north line of Township 15 south, Range 2 and 3 east, and the easterly prolongation thereof to a line drawn parallel with and 200 feet easterly from the centerline of State Highway 79, being Point "E" of this description.

EASTERN BOUNDARY: Thence southerly along said parallel line to a line drawn parallel with and 200 feet southerly from the centerline of U.S. Highway 80; thence westerly and southwesterly along said parallel line to the east line of Section 25, Township 15 south, Range 3 east, to the southeast corner of Section 36, Township 16 south, Range 3 east, being Point "F" of this description.

SOUTHERN BOUNDARY: Thence westerly along said Township line to a line drawn parallel with and 200 feet northerly from the centerline of Highway 94; thence westerly and northwesterly along said parallel line to a line drawn parallel with and 200 feet easterly from the centerline of Avocado Boulevard; thence northerly along said parallel line to a point on the easterly extensions of the southerly line of Mt. Helix Calavo Gardens, Unit 2, Map no. 2149, Mt. Helix Calavo Gardens Unit No. 4, Map No. 2292, being Point "G" of this description; thence westerly along the southerly line of said subdivisions to a point on the easterly line of Mt. Helix south ridge, Map No. 4033; thence northerly and westerly along the boundary of said subdivision to the southeast corner of Section 21, Township 16 south, Range 1 west; thence westerly along the south lines of Sections 21 and 20 to the easterly limits of the City of La Mesa, being Point "H" of this description; thence continuing along the incorporated boundaries of the City of La Mesa in a general southerly, westerly, northerly and easterly direction to the point of beginning, All within the county of San Diego, California.

Parcel B. (DeLuz Area)

Beginning at the corner common to San Diego/Orange/Riverside County lines; thence southerly along the San Diego/Orange County line to the boundary of Rancho Santa Margarita y Las Flores (Camp Pendleton); thence meandering easterly along said boundary to the east line of Section 11, Township 9 south, Range 4 west; thence northerly along the east line of Sections 11 and 2 to the south line of Section 35, Township 8 south, Range 4 west; thence easterly along the south line of Sections 35 and 36 to the San Diego/Riverside County lie; thence northerly, northwesterly and westerly along said county line to the point of beginning.

