

MINUTES

A meeting of the Alabama Real Estate Commission's Homeowners' Association Education Task Force was held November 18, 2015, at the offices of the Alabama Real Estate Commission, 1201 Carmichael Way, Montgomery, Alabama.

Those present were committee chairman, Commissioner Nancy Wright, Commissioner Dorothy Riggins-Allen, Commissioner Cindy Denney, Executive Director Patricia Anderson and Assistant Executive Director Teresa Hoffman.

The meeting, having been duly noticed according to the Alabama Open Meetings Act, was called to order at 8:05 a.m. by committee chairman Nancy Wright.

Subsequent to discussion by the Task Force, the consensus was to recommend the following six education initiatives to the full Commission:

- 1) Place an article in the Commission's newsletter in the upcoming edition that gives notice of registration requirements for new HOAs
- 2) By January 1, 2016, include HOA information in the required CE Risk Management course
- 3) Develop a Home Buyers' Guide for consumers that will contain information about HOA's as well as other beneficial information including reasons to use a licensee in transactions
- 4) Develop a Home Sellers' Guide for consumers
- 5) Place the Guide(s) on the website
- 6) Send email to brokers in December to make them aware of the new registration and document posting requirements for HOA's and the searchable database on the Secretary of State's website.

NOTE: The Home Buyers' and Sellers' Guide may be combined into one publication.

The meeting was adjourned at 8:50 a.m.

Nancy Wright, Chairperson

Teresa D. Hoffman, Recording Secretary