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## Return of Organization Exempt From Income Tax

2009

Department of the Treasury  
Internal Revenue ServiceUnder section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code  
(except black lung benefit trust or private foundation)

The organization may have to use a copy of this return to satisfy state reporting requirements

Open to Public Inspection

For the 2009 calendar year, or tax year beginning , 2009, and ending

<b>B</b> Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Termination <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending		<b>C</b> Please use IRS label or print or type. See specific instructions. <b>ARKANSAS REALTORS ASSOCIATION</b> <b>11224 EXECUTIVE CENTER DRIVE</b> <b>LITTLE ROCK, AR 72211</b>		<b>D</b> Employer Identification Number <b>23-7000743</b>	
				<b>E</b> Telephone number <b>501-225-2020</b>	
				<b>G</b> Gross receipts \$ <b>1,496,592.</b>	
<b>F</b> Name and address of principal officer <b>ANDREW M. SCHAU</b> <b>SAME AS C ABOVE</b>				<b>H(a)</b> Is this a group return for affiliates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>H(b)</b> Are all affiliates included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "No," attach a list (see instructions)	
<b>I</b> Tax-exempt status <input checked="" type="checkbox"/> 501(c) ( 6 ) (insert no ) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527					
<b>J</b> Website: <b>WWW.ARKANSASREALTORS.COM</b>				<b>H(c)</b> Group exemption number	
<b>K</b> Form of organization <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other				<b>L</b> Year of formation <b>1925</b> <b>M</b> State of legal domicile <b>AR</b>	

## Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities <u>TRADE ASSOCIATION ORGANIZED FOR REALTORS OPERATING IN THE STATE OF ARKANSAS. THE ASSOCIATION WAS ESTABLISHED TO PROMOTE THE REAL ESTATE INDUSTRY IN GENERAL AND TO PROVIDE EDUCATIONAL ENRICHMENT AND RISK REDUCTION FOR ITS MEMBERSHIP.</u>			
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its assets			
	3	Number of voting members of the governing body (Part VI, line 1a)	49	
	4	Number of independent voting members of the governing body (Part VI, line 1b)	49	
	5	Total number of employees (Part V, line 2a)	10	
	6	Total number of volunteers (estimate if necessary)	0	
	7a	Total gross unrelated business revenue from Part VIII, column (C), line 12	2,690.	
7b	Net unrelated business taxable income from Form 990-T, line 34	0.		
Revenue	8 Contributions and grants (Part VIII, line 1h)		Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)		8,300.	
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)		1,310,948.	1,086,323.
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		37,939.	7,964.
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)		228,965.	220,131.
			1,586,152.	1,314,418.
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)			
	14 Benefits paid to or for members (Part IX, column (A), line 4)			
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		548,249.	517,865.
	16a Professional fundraising fees (Part IX, column (A), line 11e)			
	b Total fundraising expenses (Part IX, column (D), line 25)			
	17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24f)		1,007,647.	842,360.
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		1,555,896.	1,360,225.	
19 Revenue less expenses. Subtract line 18 from line 12		30,256.	-45,807.	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)		Beginning of Year	End of Year
	21 Total liabilities (Part X, line 26)		3,456,774.	3,462,680.
	22 Net assets or fund balances. Subtract line 21 from line 20		804,306.	849,022.
		2,652,468.	2,613,658.	

## Part II Signature Block

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.			
	<b>Signature of officer</b> 		<b>Date</b> <b>7-20-10</b>	
Paid Preparer's Use Only	<b>Preparer's signature</b> 		<b>Date</b> <b>7-15-10</b>	<b>Check if self-employed</b> <input type="checkbox"/>
	<b>Firm's name (or yours if self-employed), address, and ZIP + 4</b> <b>KNAPP, CRAIG &amp; COMPANY, P.A.</b> <b>1501 N UNIVERSITY, SUITE 245</b> <b>LITTLE ROCK, AR 72207</b>		<b>Preparer's identifying number (see instructions)</b> <b>P00014666</b>	
			<b>EIN</b> <b>71-0654756</b> <b>Phone no</b> <b>(501) 664-5434</b>	

May the IRS discuss this return with the preparer shown above? (see instructions)

☒ Yes ☐ No

BAA For Privacy Act and Paperwork Reduction Act Notice, see the separate instructions.

TEEA0113L 12/29/09 Form 990 (2009)

P 11

SCANNED AUG 13 2010

**Part III Statement of Program Service Accomplishments**

1 Briefly describe the organization's mission.

TRADE ASSOCIATION ORGANIZED FOR REALTORS OPERATING IN THE STATE OF ARKANSAS. THE ASSOCIATION WAS ESTABLISHED TO PROMOTE THE REAL ESTATE INDUSTRY IN GENERAL AND TO PROVIDE EDUCATIONAL ENRICHMENT AND RISK REDUCTION FOR ITS MEMBERSHIP.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

☐ Yes ☒ No

If 'Yes,' describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?

☐ Yes ☒ No

If 'Yes,' describe these changes on Schedule O.

4 Describe the exempt purpose achievements for each of the organization's three largest program services by expenses. Section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: ) (Expenses \$ 182,174. including grants of \$ ) (Revenue \$ 396,351.)

THE ASSOCIATION HAS PRODUCED STANDARDIZED INDUSTRY FORMS AND SOFTWARE FOR ITS MEMBERSHIP. THE PRIMARY PURPOSE IS RISK (LIABILITY) REDUCTION. THE FORMS AND SOFTWARE ARE AVAILABLE FOR SALE ONLY TO LICENSED REAL ESTATE BROKERS AND AGENTS. ELECTRONIC FORMS ARE AVAILABLE ONLY TO REALTORS WHO ARE MEMBERS OF THE ASSOCIATION. PAPER FORMS ARE AVAILABLE TO MEMBERS AND NON-MEMBERS.

4b (Code: ) (Expenses \$ 125,588. including grants of \$ ) (Revenue \$ 127,400.)

THE ASSOCIATION SPONSORS AN ANNUAL CONVENTION FOR ITS MEMBERS. THE CONVENTION INCLUDES SPEAKERS, EDUCATION SEMINARS, TABLE-TOP EXHIBITS, AND A GENERAL EXCHANGE OF IDEAS. APPROXIMATELY 350 PERSONS ATTENDED THE 2009 CONVENTION.

4c (Code: ) (Expenses \$ 97,896. including grants of \$ ) (Revenue \$ 76,184.)

MEMBER PROJECTS PRIMARILY REPRESENTS THE ANNUAL "AWARDS FOR EXCELLENCE" PROGRAM WHICH RECOGNIZES REALTOR MEMBERS MEETING CERTAIN SALES STANDARDS IN THE PRIOR YEAR. MEMBER REALTORS WERE RECOGNIZED WITH AWARDS FOR EXCELLENCE. MEMBER PROJECTS ALSO INCLUDES THE ASSOCIATION'S ANNUAL SPONSORSHIP OF A FUND-RAISING CAMPAIGN BENEFITTING THE ARKANSAS SPECIAL OLYMPICS. \$ WAS RAISED IN 2009. OTHER MEMBER PROJECTS INCLUDE PROMOTION AND ADVANCEMENT OF PROFESSIONAL STANDARDS AND CONTINUING PUBLIC RELATIONS CAMPAIGNS.

4d Other program services (Describe in Schedule O.) SEE SCHEDULE O

(Expenses \$ 34,278. including grants of \$ ) (Revenue \$ 28,610.)

4e Total program service expenses ► 439,936.

**Part IV Checklist of Required Schedules**

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If 'Yes,' complete Schedule A.		X
2 Is the organization required to complete Schedule B, Schedule of Contributors?		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I		X
4 <b>Section 501(c)(3) organizations</b> Did the organization engage in lobbying activities? If 'Yes,' complete Schedule C, Part II		
5 <b>Section 501(c)(4), 501(c)(5), and 501(c)(6) organizations.</b> Is the organization subject to the section 6033(e) notice and reporting requirement and proxy tax? If 'Yes,' complete Schedule C, Part III	X	
6 Did the organization maintain any donor advised funds or any similar funds or accounts where donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If 'Yes,' complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas or historic structures? If 'Yes,' complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If 'Yes,' complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? If 'Yes,' complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in term, permanent, or quasi-endowments? If 'Yes,' complete Schedule D, Part V		X
11 Is the organization's answer to any of the following questions 'Yes'? If so, complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable	X	
• Did the organization report an amount for land, buildings and equipment in Part X, line 10? If 'Yes,' complete Schedule D, Part VI		
• Did the organization report an amount for investments— other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VII		
• Did the organization report an amount for investments— program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part VIII		
• Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If 'Yes,' complete Schedule D, Part IX		
• Did the organization report an amount for other liabilities in Part X, line 25? If 'Yes,' complete Schedule D, Part X		
• Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48? If 'Yes,' complete Schedule D, Part X		
12 Did the organization obtain separate, independent audited financial statement for the tax year? If 'Yes,' complete Schedule D, Parts XI, XII, and XIII	X	
12A Was the organization included in consolidated, independent audited financial statement for the tax year? If 'Yes,' completing Schedule D, Parts XI, XII, and XIII is optional	Yes	No
		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, and program service activities outside the United States? If 'Yes,' complete Schedule F, Part I		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? If 'Yes,' complete Schedule F, Part II		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? If 'Yes,' complete Schedule F, Part III		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If 'Yes,' complete Schedule G, Part I		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If 'Yes,' complete Schedule G, Part II		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If 'Yes,' complete Schedule G, Part III		X
20 Did the organization operate one or more hospitals? If 'Yes,' complete Schedule H		X

**Part IV Checklist of Required Schedules (continued)**

	Yes	No
<b>21</b> Did the organization report more than \$5,000 of grants and other assistance to governments and organizations in the United States on Part IX, column (A), line 1? If 'Yes,' complete Schedule I, Parts I and II		X
<b>22</b> Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? If 'Yes,' complete Schedule I, Parts I and III		X
<b>23</b> Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If 'Yes,' complete Schedule J		X
<b>24a</b> Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, and that was issued after December 31, 2002? If 'Yes,' answer lines 24b through 24d and complete Schedule K. If 'No,' go to line 25		X
<b>24b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
<b>24c</b> Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
<b>24d</b> Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?		
<b>25a</b> <b>Section 501(c)(3) and 501(c)(4) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? If 'Yes,' complete Schedule L, Part I		
<b>25b</b> Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If 'Yes,' complete Schedule L, Part I		
<b>26</b> Was a loan to or by a current or former officer, director, trustee, key employee, highly compensated employee, or disqualified person outstanding as of the end of the organization's tax year? If 'Yes,' complete Schedule L, Part II.		X
<b>27</b> Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor, or a grant selection committee member, or to a person related to such an individual? If 'Yes,' complete Schedule L, Part III		X
<b>28</b> Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions)		
<b>28a</b> A current or former officer, director, trustee, or key employee? If 'Yes,' complete Schedule L, Part IV		X
<b>28b</b> A family member of a current or former officer, director, trustee, or key employee? If 'Yes,' complete Schedule L, Part IV		X
<b>28c</b> An entity of which a current or former officer, director, trustee, or key employee of the organization (or a family member) was an officer, director, trustee, or direct or indirect owner? If 'Yes,' complete Schedule L, Part IV		X
<b>29</b> Did the organization receive more than \$25,000 in non-cash contributions? If 'Yes,' complete Schedule M		X
<b>30</b> Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If 'Yes,' complete Schedule M		X
<b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations? If 'Yes,' complete Schedule N, Part I		X
<b>32</b> Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If 'Yes,' complete Schedule N, Part II		X
<b>33</b> Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If 'Yes,' complete Schedule R, Part I		X
<b>34</b> Was the organization related to any tax-exempt or taxable entity? If 'Yes,' complete Schedule R, Parts II, III, IV, and V, line 1	X	
<b>35</b> Is any related organization a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' complete Schedule R, Part V, line 2		X
<b>36</b> <b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? If 'Yes,' complete Schedule R, Part V, line 2		
<b>37</b> Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If 'Yes,' complete Schedule R, Part VI		X
<b>38</b> Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11 and 19? <b>Note.</b> All Form 990 filers are required to complete Schedule O	X	

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Form 990 (2009)

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

		Yes	No
<b>1a</b>	Enter the number reported in Box 3 of form 1096, Annual Summary and Transmittal of U S Information Returns Enter -0- if not applicable	20	
<b>1b</b>	Enter the number of Forms W-2G included in line 1a Enter -0- if not applicable	0	
<b>c</b>	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	
<b>2a</b>	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	10	
<b>2b</b>	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? <b>Note.</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file this return. (see instructions)	X	
<b>3a</b>	Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return?	X	
<b>3b</b>	If 'Yes' has it filed a Form 990-T for this year? If 'No,' provide an explanation in Schedule O.	X	
<b>4a</b>	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
<b>b</b>	If 'Yes,' enter the name of the foreign country: See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		
<b>5a</b>	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
<b>5b</b>	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
<b>5c</b>	If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T, Disclosure by Tax-Exempt Entity Regarding Prohibited Tax Shelter Transaction?		
<b>6a</b>	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible?		X
<b>6b</b>	If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not deductible?		
<b>7</b>	<b>Organizations that may receive deductible contributions under section 170(c).</b>		
<b>a</b>	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		
<b>7a</b>			
<b>b</b>	If 'Yes,' did the organization notify the donor of the value of the goods or services provided?		
<b>7b</b>			
<b>c</b>	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		
<b>7c</b>			
<b>d</b>	If 'Yes,' indicate the number of Forms 8282 filed during the year	7d	
<b>e</b>	Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		
<b>7e</b>			
<b>f</b>	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		
<b>7f</b>			
<b>g</b>	For all contributions of qualified intellectual property, did the organization file Form 8899 as required?		
<b>7g</b>			
<b>h</b>	For contributions of cars, boats, airplanes, and other vehicles, did the organization file a Form 1098-C as required?		
<b>7h</b>			
<b>8</b>	<b>Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations.</b> Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?		
<b>8</b>			
<b>9</b>	<b>Sponsoring organizations maintaining donor advised funds.</b>		
<b>a</b>	Did the organization make any taxable distributions under section 4966?		
<b>9a</b>			
<b>b</b>	Did the organization make any distribution to a donor, donor advisor, or related person?		
<b>9b</b>			
<b>10</b>	<b>Section 501(c)(7) organizations.</b> Enter:		
<b>a</b>	Initiation fees and capital contributions included on Part VIII, line 12	10a	
<b>10b</b>	Gross Receipts, included on Form 990, Part VIII, line 12, for public use of club facilities		
<b>11</b>	<b>Section 501(c)(12) organizations.</b> Enter:		
<b>a</b>	Gross income from other members or shareholders	11a	
<b>b</b>	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
<b>12a</b>	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?		
<b>b</b>	If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year	12b	

**Part VI Governance, Management and Disclosure** For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

### Section A. Governing Body and Management

	Yes	No
1a Enter the number of voting members of the governing body	49	
b Enter the number of voting members that are independent.	49	
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee or key employee?		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors or trustees, or key employees to a management company or other person?		X
4 Did the organization make any significant changes to its organizational documents since the prior Form 990 was filed? SEE SCH O	X	
5 Did the organization become aware during the year of a material diversion of the organization's assets?		X
6 Does the organization have members or stockholders? SEE SCHEDULE O	X	
7a Does the organization have members, stockholders, or other persons who may elect one or more members of the governing body? SEE SCHEDULE O	X	
b Are any decisions of the governing body subject to approval by members, stockholders, or other persons? SEE SCH O	X	
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a The governing body?	X	
b Each committee with authority to act on behalf of the governing body?	X	
9 Is there any officer, director or trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If 'Yes,' provide the names and addresses in Schedule O.		X

### Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code)

	Yes	No
10a Does the organization have local chapters, branches, or affiliates?		X
b If 'Yes,' does the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with those of the organization?		
11 Has the organization provided a copy of this Form 990 to all members of its governing body before filing the form?	X	
11A Describe in Schedule O the process, if any, used by the organization to review this Form 990. SEE SCHEDULE O		
12a Does the organization have a written conflict of interest policy? If 'No,' go to line 13	X	
b Are officers, directors or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
c Does the organization regularly and consistently monitor and enforce compliance with the policy? If 'Yes,' describe in Schedule O how this is done SEE SCHEDULE O	X	
13 Does the organization have a written whistleblower policy?	X	
14 Does the organization have a written document retention and destruction policy?	X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official		X
b Other officers of key employees of the organization		X
If 'Yes' to line 15a or 15b, describe the process in Schedule O (See instructions)		
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b If 'Yes,' has the organization adopted a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and taken steps to safeguard the organization's exempt status with respect to such arrangements?		

### Section C. Disclosures

17 List the states with which a copy of this Form 990 is required to be filed ▶ NONE

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (501(c)(3)s only) available for public inspection. Indicate how you make these available. Check all that apply.

☐ Own website ☐ Another's website ☒ Upon request

19 Describe in Schedule O whether (and if so, how) the organization makes its governing documents, conflict of interest policy, and financial statements available to the public. SEE SCHEDULE O

20 State the name, physical address, and telephone number of the person who possesses the books and records of the organization

▶ ANDREW M. SCHAUS 11224 EXECUTIVE CENTER DRIVE LITTLE ROCK AR 72211 501-225-2020

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors****Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1 a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year. Use Schedule J-2 if additional space is needed.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
  - List all of the organization's **current** key employees. See instructions for definition of 'key employees'.
  - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
  - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
  - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if the organization did not compensate any current officer, director, or trustee

(A) Name and Title	(B) Average hours per week	(C) Position (check all that apply)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
CHRIS ABINGTON DIRECTOR	2	X						0.	0.	0.
JANET BRADEN DIRECTOR	2	X						0.	0.	0.
KAREN CROWSON DIRECTOR	2	X						0.	0.	0.
JILLEEN DARRACO DIRECTOR	2	X						0.	0.	0.
DARLA DOUGLAS DIRECTOR	2	X						0.	0.	0.
ROBERT DOWNUM DIRECTOR	2	X						0.	0.	0.
SANDY EBEL DIRECTOR	2	X						0.	0.	0.
MICHAEL FORD DIRECTOR	2	X						0.	0.	0.
JAMES FURR PAST PRESIDENT	2	X		X				0.	0.	0.
KENNETH GILL DIRECTOR	2	X						0.	0.	0.
CLIFF GOODIN DIRECTOR	2	X						0.	0.	0.
CHRISTOPHER GRAHAM DIRECTOR	2	X						0.	0.	0.
GRANT HENRY PRES ELECT	2	X		X				0.	0.	0.
VICTOR HIRYAK DIRECTOR	2	X						0.	0.	0.
TOMMY JONES DIRECTOR	2	X						0.	0.	0.
MONA BUNGARD DIRECTOR	2	X						0.	0.	0.
WILLIAM LADD DIRECTOR	2	X						0.	0.	0.



**Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (cont.)**

(A) Name and Title	(B) Average hours per week	(C) Position (check all that apply)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
VELDA LUEDERS DIRECTOR	2	X						0.	0.	0.
BILL LYONS DIRECTOR	2	X						0.	0.	0.
PENNE MCKINNIE DIRECTOR	2	X						0.	0.	0.
ANDY MEYERS SEC. TREAS.	2	X		X				0.	0.	0.
HAROLD BAGWELL DIRECTOR	2	X						0.	0.	0.
REBECCA MILLER DIRECTOR	2	X						0.	0.	0.
JONATHAN MOORE DIRECTOR	2	X						0.	0.	0.
WILLIAM OLSON DIRECTOR	2	X						0.	0.	0.
CHRIS POLYCHRON DIRECTOR	2	X						0.	0.	0.
JEFF PRATT DIRECTOR	2	X						0.	0.	0.
DEBBIE RAWLS DIRECTOR	2	X						0.	0.	0.
JAMES RHODES DIRECTOR	2	X						0.	0.	0.
LONNIE ROBERTS DIRECTOR	2	X						0.	0.	0.
<b>1 b Total</b>								148,582.	0.	0.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 in reportable compensation from the organization **0**

3 Did the organization list any **former** officer, director or trustee, key employee, or highest compensated employee on line 1a? If 'Yes,' complete Schedule J for such individual

	Yes	No
3		X
4		X
5		X

4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If 'Yes' complete Schedule J for such individual

5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization for services rendered to the organization? If 'Yes,' complete Schedule J for such person

**Section B. Independent Contractors**

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization.

(A) Name and business address	(B) Description of Services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 in compensation from the organization **0**

**Part VIII Statement of Revenue**

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
<b>CONTRIBUTIONS, GIFTS, GRANTS AND OTHER SIMILAR AMOUNTS</b>	<b>1 a</b> Federated campaigns	<b>1 a</b>				
	<b>b</b> Membership dues	<b>1 b</b>				
	<b>c</b> Fundraising events	<b>1 c</b>				
	<b>d</b> Related organizations	<b>1 d</b>				
	<b>e</b> Government grants (contributions)	<b>1 e</b>				
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above	<b>1 f</b>				
	<b>g</b> Noncash contrbns included in lns 1a-1f: \$					
	<b>h Total.</b> Add lines 1a-1f					
<b>PROGRAM SERVICE REVENUE</b>	<b>Business Code</b>					
	<b>2 a</b> MEMBERSHIP DUES & ASSESSMENTS		822,765.	822,765.		
	<b>b</b> CONVENTION INCOME		127,400.	127,400.		
	<b>c</b> MEMBER PROJECTS		76,184.	76,184.		
	<b>d</b> EDUCATION PROGRAMS		28,610.	28,610.		
	<b>e</b> FUNDRAISING CONFERENCE		23,264.	23,264.		
	<b>f</b> All other program service revenue		8,100.	8,100.		
	<b>g Total.</b> Add lines 2a-2f		1,086,323.			
<b>OTHER REVENUE</b>	<b>3</b> Investment income (including dividends, interest and other similar amounts)		7,964.			7,964.
	<b>4</b> Income from investment of tax-exempt bond proceeds					
	<b>5</b> Royalties					
	<b>6 a</b> Gross Rents	(i) Real				
		(ii) Personal				
			2,625.			
	<b>b</b> Less: rental expenses					
	<b>c</b> Rental income or (loss)		2,625.			
	<b>d</b> Net rental income or (loss)		2,625.			2,625.
	<b>7 a</b> Gross amount from sales of assets other than inventory	(i) Securities				
		(ii) Other				
	<b>b</b> Less: cost or other basis and sales expenses					
	<b>c</b> Gain or (loss)					
	<b>d</b> Net gain or (loss)					
	<b>8 a</b> Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	<b>a</b>				
		<b>b</b> Less: direct expenses	<b>b</b>			
		<b>c</b> Net income or (loss) from fundraising events				
	<b>9 a</b> Gross income from gaming activities. See Part IV, line 19	<b>a</b>				
		<b>b</b> Less: direct expenses	<b>b</b>			
<b>c</b> Net income or (loss) from gaming activities						
<b>10 a</b> Gross sales of inventory, less returns and allowances	<b>a</b>	396,351.				
	<b>b</b> Less: cost of goods sold	<b>b</b>	182,174.			
	<b>c</b> Net income or (loss) from sales of inventory		214,177.	214,177.		
<b>Miscellaneous Revenue</b>		<b>Business Code</b>				
<b>11 a</b> ADVERTISING	511120	2,690.		2,690.		
<b>b</b> MEMBER SERVICE ROYALTY		639.			639.	
<b>c</b>						
<b>d</b> All other revenue						
<b>e Total.</b> Add lines 11a-11d		3,329.				
<b>12 Total revenue.</b> See instructions		1,314,418.	1,300,500.	2,690.	11,228.	

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns.

All other organizations must complete column (A) but are not required to complete columns (B), (C), and (D).

<i>Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.</i>	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the U.S. See Part IV, line 21				
2 Grants and other assistance to individuals in the U.S. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the U.S. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	148,582.			
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)	0.			
7 Other salaries and wages	278,715.			
8 Pension plan contributions (include section 401(k) and section 403(b) employer contributions)	7,801.			
9 Other employee benefits	50,524.			
10 Payroll taxes	32,243.			
11 Fees for services (non-employees)				
a Management				
b Legal	3,019.			
c Accounting	10,415.			
d Lobbying				
e Prof fundraising svcs See Part IV, ln 17				
f Investment management fees				
g Other				
12 Advertising and promotion				
13 Office expenses	25,023.			
14 Information technology				
15 Royalties				
16 Occupancy	53,604.			
17 Travel	167,501.			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest	15,948.			
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	71,561.			
23 Insurance	8,267.			
24 Other expenses. Itemize expenses not covered above. (Expenses grouped together and labeled miscellaneous may not exceed 5% of total expenses shown on line 25 below.)				
a CONVENTION	125,588.			
b MEMBER PROJECTS	97,896.			
c LEGISLATION	78,900.			
d EDUCATION PROGRAMS	34,278.			
e MEMBER COMMUNICATION	27,989.			
f All other expenses	122,371.			
25 Total functional expenses. Add lines 1 through 24f	1,360,225.			
26 Joint costs. Check here <input type="checkbox"/> if following SOP 98-2. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation				

**Part X. Balance Sheet**

		(A) Beginning of year		(B) End of year
<b>ASSETS</b>	1 Cash — non-interest-bearing	35,517.	1	
	2 Savings and temporary cash investments	512,639.	2	493,430.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	15,322.	4	21,164.
	5 Receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Receivables from other disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	125,127.	9	85,780.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 2,356,088.		
	b Less accumulated depreciation	10b 128,782.	10c	2,227,306.
	11 Investments — publicly-traded securities		11	
	12 Investments — other securities. See Part IV, line 11		12	
	13 Investments — program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	2,729,770.	15	635,000.
16 <b>Total assets.</b> Add lines 1 through 15 (must equal line 34)	3,456,774.	16	3,462,680.	
<b>LIABILITIES</b>	17 Accounts payable and accrued expenses	89,912.	17	34,318.
	18 Grants payable		18	
	19 Deferred revenue	295,109.	19	398,753.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties	419,285.	23	415,951.
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities. Complete Part X of Schedule D		25	
	26 <b>Total liabilities.</b> Add lines 17 through 25	804,306.	26	849,022.
<b>NET ASSETS OR FUND BALANCES</b>	<b>Organizations that follow SFAS 117, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 27 through 29 and lines 33 and 34.</b>			
	27 Unrestricted net assets	2,652,468.	27	2,613,658.
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	<b>Organizations that do not follow SFAS 117, check here</b> <input type="checkbox"/> <b>and complete lines 30 through 34.</b>			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, and equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
33 <b>Total net assets or fund balances.</b>	2,652,468.	33	2,613,658.	
34 <b>Total liabilities and net assets/fund balances.</b>	3,456,774.	34	3,462,680.	

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Form 990 (2009)

**Part XI Financial Statements and Reporting**

1 Accounting method used to prepare the Form 990 ☐ Cash ☐ Accrual ☒ Other SEE SCH. O

If the organization changed its method of accounting from a prior year or checked 'Other,' explain in Schedule O

2a Were the organization's financial statements compiled or reviewed by an independent accountant?

b Were the organization's financial statements audited by an independent accountant?

c If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?

If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O

d If 'Yes' to line 2a or 2b, check a box below to indicate whether the financial statements for the year were issued on a consolidated basis, separate basis, or both:

☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis

3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?

b If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.

	Yes	No
2a		X
2b	X	
2c	X	
3a		X
3b		

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Form 990 (2009)

**SCHEDULE C**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Political Campaign and Lobbying Activities**

**For Organizations Exempt From Income Tax Under section 501(c) and section 527**

► **Complete if the organization is described below.**

► **Attach to Form 990 or Form 990-EZ. ► See separate instructions.**

OMB No 1545-0047

**2009**

**Open to Public Inspection**

**If the organization answered 'Yes,' to Form 990, Part IV, line 3, or Form 990-EZ, Part VI, line 46 (Political Campaign Activities), then**

- Section 501(c)(3) organizations: complete Parts I-A and B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: complete Parts I-A and C below. Do not complete Part I-B.
- Section 527 organizations: complete Part I-A only.

**If the organization answered 'Yes,' to Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then**

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

**If the organization answered 'Yes,' to Form 990, Part IV, line 5 (Proxy Tax), then**

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

Name of organization

**ARKANSAS REALTORS ASSOCIATION**

Employer identification number

**23-7000743**

**Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.**

- 1 Provide a description of the organization's direct and indirect political campaign activities in Part IV.
- 2 Political expenditures ► \$
- 3 Volunteer hours

**Part I-B Complete if the organization is exempt under section 501(c)(3).**

- 1 Enter the amount of any excise tax incurred by the organization under section 4955. ► \$
- 2 Enter the amount of any excise tax incurred by organization managers under section 4955. ► \$
- 3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? ☐ Yes ☐ No
- 4a Was a correction made? ☐ Yes ☐ No
- b If 'Yes,' describe in Part IV.

**Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).**

- 1 Enter the amount directly expended by the filing organization for section 527 exempt function activities. ► \$
- 2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities. ► \$
- 3 Total of exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL, line 17b. ► \$
- 4 Did the filing organization file **Form 1120-POL** for this year? ☐ Yes ☒ No
- 5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which payments were made. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds If none, enter -0-	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization If none, enter -0-

**BAA For Privacy Act and Paperwork Reduction Act Notice, see the Instructions for Form 990.**

**Schedule C (Form 990 or 990-EZ) 2009**

**Part II-A** Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).

- A** Check ☐ if the filing organization belongs to an affiliated group
- B** Check ☐ if the filing organization checked box A and 'limited control' provisions apply.

**Limits on Lobbying Expenditures –**  
(The term 'expenditures' means amounts paid or incurred.)(a) Filing  
organization's totals(b) Affiliated  
group totals**1 a** Total lobbying expenditures to influence public opinion (grass roots lobbying) ...**b** Total lobbying expenditures to influence a legislative body (direct lobbying) ...**c** Total lobbying expenditures (add lines 1a and 1b) ...**d** Other exempt purpose expenditures ...**e** Total exempt purpose expenditures (add lines 1c and 1d) ...**f** Lobbying nontaxable amount Enter the amount from the following table in both columns

If the amount on line 1e, column (a) or (b) is:	The lobbying nontaxable amount is
Not over \$500,000	20% of the amount on line 1e.
Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.
Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.
Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.
Over \$17,000,000	\$1,000,000

**g** Grassroots nontaxable amount (enter 25% of line 1f) ...**h** Subtract line 1g from line 1a. If zero or less, enter -0- ...**i** Subtract line 1f from line 1c. If zero or less, enter -0- ...**j** If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year?☐ Yes ☐ No**4-Year Averaging Period Under Section 501(h)**  
(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the instructions for lines 2a through 2f.)**Lobbying Expenditures During 4-Year Averaging Period**

Calendar year (or fiscal year beginning in)	(a) 2006	(b) 2007	(c) 2008	(d) 2009	(e) Total
<b>2 a</b> Lobbying non-taxable amount					
<b>b</b> Lobbying ceiling amount (150% of line 2a, column (e))					
<b>c</b> Total lobbying expenditures					
<b>d</b> Grassroots nontaxable amount					
<b>e</b> Grassroots ceiling amount (150% of line 2d, column (e))					
<b>f</b> Grassroots lobbying expenditures					

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Schedule C (Form 990 or 990-EZ) 2009





**Part IV** Supplemental Information *(continued)*

**SCHEDULE D  
(Form 990)**

Department of the Treasury  
Internal Revenue Service  
Name of the organization

**Supplemental Financial Statements**

- ▶ **Complete if the organization answered 'Yes,' to Form 990,  
Part IV, lines 6, 7, 8, 9, 10, 11, or 12.**  
▶ **Attach to Form 990. ▶ See separate instructions**

OMB No 1545-0047

**2009**

**Open to Public  
Inspection**

Employer identification number

ARKANSAS REALTORS ASSOCIATION

23-7000743

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts** Complete if the organization answered 'Yes' to Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate contributions to (during year)		
3 Aggregate grants from (during year)		
4 Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? ☐ Yes ☐ No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds may be used only for charitable purposes and not for the benefit of the donor or donor advisor or for any other purpose conferring impermissible private benefit? ☐ Yes ☐ No

**Part II Conservation Easements** Complete if the organization answered 'Yes' to Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or pleasure)	<input type="checkbox"/> Preservation of an historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year

	Held at the End of the Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 8/17/06	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶ \_\_\_\_\_

4 Number of states where property subject to conservation easement is located ▶ \_\_\_\_\_

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easement it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation easements during the year ▶ \_\_\_\_\_

7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year ▶ \$ \_\_\_\_\_

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIV, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** Complete if the organization answered 'Yes' to Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under SFAS 116, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIV, the text of the footnote to its financial statements that describes these items

b If the organization elected, as permitted under SFAS 116, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.

(i) Revenues included in Form 990, Part VIII, line 1 ▶ \$ \_\_\_\_\_

(ii) Assets included in Form 990, Part X ▶ \$ \_\_\_\_\_

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 relating to these items:

a Revenues included in Form 990, Part VIII, line 1 ▶ \$ \_\_\_\_\_

b Assets included in Form 990, Part X ▶ \$ \_\_\_\_\_

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

3 Using the organization's acquisition accession and other records, check any of the following that are a significant use of its collection items (check all that apply)

a ☐ Public exhibition

d ☐ Loan or exchange programs

b ☐ Scholarly research

e ☐ Other \_\_\_\_\_

c ☐ Preservation for future generations

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIV.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

**Part IV Escrow and Custodial Arrangements** Complete if organization answered 'Yes' to Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If 'Yes,' explain the arrangement in Part XIV and complete the following table:

c Beginning balance

d Additions during the year

e Distributions during the year

f Ending balance

	Amount
1c	
1d	
1e	
1f	

2a Did the organization include an amount on Form 990, Part X, line 21? ☐ Yes ☐ No

b If 'Yes,' explain the arrangement in Part XIV

**Part V Endowment Funds** Complete if organization answered 'Yes' to Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net Investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the year end balance held as

a Board designated or quasi-endowment ☐ %

b Permanent endowment ☐ %

c Term endowment ☐ %

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by

(i) unrelated organizations

(ii) related organizations

b If 'Yes' to 3a(ii), are the related organizations listed as required on Schedule R?

	Yes	No
3a(i)		
3a(ii)		
3b		

4 Describe in Part XIV the intended uses of the organization's endowment funds.

**Part VI Investments—Land, Buildings, and Equipment.** See Form 990, Part X, line 10.

Description of investment	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated Depreciation	(d) Book Value
1a Land		266,875.		266,875.
b Buildings		1,784,500.	37,484.	1,747,016.
c Leasehold improvements				
d Equipment				
e Other		304,713.	91,298.	213,415.
Total. Add lines 1a through 1e (Column (d) must equal Form 990, Part X, column (B), line 10(c).)				2,227,306.

BAA

Schedule D (Form 990) 2009

**Part VII Investments—Other Securities** See Form 990, Part X, line 12. N/A

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation Cost or end-of-year market value
Financial derivatives		
Closely-held equity interests		
Other		
Total. (Column (b) must equal Form 990 Part X, col. (B) line 12.) ▶		

**Part VIII Investments—Program Related** (See Form 990, Part X, line 13) N/A

(a) Description of investment type	(b) Book value	(c) Method of valuation Cost or end-of-year market value
Total. (Column (b) must equal Form 990, Part X, Col. (B) line 13.) ▶		

**Part IX Other Assets** (See Form 990, Part X, line 15)

(a) Description	(b) Book value
CONSTRUCTION IN PROGRESS	
LAND	
LAND HELD FOR SALE	635,000.
Total. (Column (b) must equal Form 990, Part X, col. (B), line 15) ▶	
	635,000.

**Part X Other Liabilities** (See Form 990, Part X, line 25)

(a) Description of Liability	(b) Amount
Federal Income Taxes	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25) ▶	

2. FIN 48 Footnote. In Part XIV, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48

**Part XI Reconciliation of Change in Net Assets from Form 990 to Financial Statements**

1	Total revenue (Form 990, Part VIII, column (A), line 12)	1,314,418.
2	Total expenses (Form 990, Part IX, column (A), line 25)	1,360,225.
3	Excess or (deficit) for the year Subtract line 2 from line 1	-45,807.
4	Net unrealized gains (losses) on investments	
5	Donated services and use of facilities	
6	Investment expenses	
7	Prior period adjustments	
8	Other (Describe in Part XIV) SEE PART XIV	6,997.
9	Total adjustments (net) Add lines 4 through 8	6,997.
10	Excess or (deficit) for the year per audited financial statements Combine lines 3 and 9	-38,810.

**Part XII Reconciliation of Revenue per Audited Financial Statements With Revenue per Return**

1	Total revenue, gains, and other support per audited financial statements	1	1,495,883.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains on investments	2a	
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIV) SEE PART XIV	2d	182,174.
e	Add lines 2a through 2d	2e	182,174.
3	Subtract line 2e from line 1	3	1,313,709.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investments expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIV) SEE PART XIV	4b	709.
c	Add lines 4a and 4b	4c	709.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	1,314,418.

**Part XIII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return**

1	Total expenses and losses per audited financial statements	1	1,534,693.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIV) SEE PART XIV	2d	182,174.
e	Add lines 2a through 2d	2e	182,174.
3	Subtract line 2e from line 1	3	1,352,519.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investments expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIV) SEE PART XIV	4b	7,706.
c	Add lines 4a and 4b	4c	7,706.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	1,360,225.

**Part XIV Supplemental Information**

Complete this part to provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4, Part IV, lines 1b and 2b, Part V, line 4; Part X, line 2, Part XI, line 8; Part XII, lines 2d and 4b, and Part XIII, lines 2d and 4b. Also complete this part to provide any additional information.

**Part XIV** Supplemental Information *(continued)*

**SCHEDULE J-2**  
(Form 990)

**Continuation Sheet for Form 990**

OMB No 1545-0047

**2009**

Department of the Treasury  
Internal Revenue Service

► Attach to Form 990 to list additional information for Form 990, Part VII, Section A, line 1a.  
► See instructions for Form 990.

Open to Public  
Inspection

Name of the Organization <b>ARKANSAS REALTORS ASSOCIATION</b>	Employer identification number <b>23-7000743</b>
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**Part I Continuation: Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

(A) Name and Title	(B) Average hours per week	(C) Position (check all that apply)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
TODD MATLOCK DIRECTOR	2	X						0.	0.	0.
MAURICE TAYLOR DIRECTOR	2	X						0.	0.	0.
ROBERT WALKER PRESIDENT	2	X		X				0.	0.	0.
DAVID ALPHIN DIRECTOR	2	X						0.	0.	0.
DOYLE YATES DIRECTOR	2	X						0.	0.	0.
GREGORY MORRIS DIRECTOR	2	X						0.	0.	0.
GWENDALYN CUNNINGHAM DIRECTOR	2	X						0.	0.	0.
RICHARD WHITE DIRECTOR	2	X						0.	0.	0.
RONALD STINCHCOMB DIRECTOR	2	X						0.	0.	0.
WILLIAM MCCORD DIRECTOR	2	X						0.	0.	0.
KENNETH DOVER DIRECTOR	2	X						0.	0.	0.
STEVEN STREET DIRECTOR	2	X						0.	0.	0.
ANNE CARPENTER DIRECTOR	2	X						0.	0.	0.
LINDA HEARN DIRECTOR	2	X						0.	0.	0.
ANGELLA JOHNSON DIRECTOR	2	X						0.	0.	0.
BRENDA KIRKLEY DIRECTOR	2	X						0.	0.	0.
SANDRA KELLEY DIRECTOR	2	X						0.	0.	0.
CINDY MEYERS DIRECTOR	2	X						0.	0.	0.
DOUGLAS SMITH DIRECTOR	2	X						0.	0.	0.
ANDREW M. SCHAUS EXEC VICE-PRES	50			X				79,422.	0.	0.
KIM ASHCRAFT C F O / C O O	50			X				69,160.	0.	0.

**SCHEDULE O**  
**(Form 990)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990**

Complete to provide information for responses to specific questions on  
Form 990 or to provide any additional information.  
▶ Attach to Form 990.

OMB No 1545-0047

**2009**

Open to Public  
Inspection

Name of the organization

ARKANSAS REALTORS ASSOCIATION

Employer identification number

23-7000743

**FORM 990, PART III, LINE 4D - OTHER PROGRAM SERVICES DESCRIPTION**

THE ASSOCIATION SPONSORS EDUCATION COURSES FOR THE BENEFIT OF ITS MEMBERSHIP IN  
ORDER THAT CONTINUING PROFESSIONAL EDUCATION REQUIREMENTS CAN BE MET AND SO THAT  
ADVANCED DESIGNATIONS CAN BE ACHIEVED. 10 EDUCATION COURSES WERE HELD IN 2009.

**FORM 990, PART VI, LINE 4 - SIGNIFICANT CHANGES TO ORGANIZATIONAL DOCUMENTS**

SEE ATTACHED SUMMARY OF CHANGES APPROVED BY VOTE OF THE MEMBERSHIP ON SEPTEMBER 10,  
2008. THE CHANGES BECAME EFFECTIVE JANUARY 1, 2009.

**FORM 990, PART VI, LINE 6 - EXPLANATION OF CLASSES OF MEMBERS OR SHAREHOLDE**

CLASSES OF MEMBERSHIP ARE: MEMBER BOARDS, BOARD MEMBERS, REALTOR MEMBERS, AFFILIATE  
MEMBERS, INSTITUTE AFFILIATE MEMBERS, AND LIFE MEMBERS.

**FORM 990, PART VI, LINE 7A - HOW MEMBERS OR SHAREHOLDERS ELECT GOVERNING BODY**

THE NOMINATING COMMITTEE OF THE BOARD OF DIRECTORS ANNUALLY DETERMINES ITS  
RECOMMENDATION OF OFFICERS AND DIRECTORS TO GOVERN THE ASSOCIATION. THE REPORT OF  
THE NOMINATING COMMITTEE IS SUBMITTED TO THE MEMBERSHIP FOR APPROVAL. THE ELECTION  
OF OFFICERS AND DIRECTORS IS HELD AT THE ANNUAL MEMBERSHIP MEETING. ALL MEMBERS OF  
THE ASSOCIATION WHO ATTEND THE ANNUAL MEETING ENJOY VOTING RIGHTS.

**FORM 990, PART VI, LINE 7B - DECISIONS OF GOVERNING BODY APPROVAL BY MEMBERS OR SHAREHOLDERS**

OTHER THAN AMENDMENTS MANDATED BY POLICY OF THE NATIONAL ASSOCIATION OF REALTORS,  
AMENDMENT TO THE CONSTITUTION AND BY-LAWS REQUIRES A TWO-THIRDS VOTE OF THE  
MEMBERSHIP PRESENT AT ANY MEETING OF THE MEMBERSHIP, PROVIDED THAT WRITTEN NOTICE OF  
THE PROPOSED AMENDMENT HAS BEEN SENT TO EACH MEMBER AT LEAST THIRTY DAYS PRIOR TO  
SUCH MEETING.

**FORM 990, PART VI, LINE 11 - FORM 990 REVIEW PROCESS**

A DRAFT COPY OF THE ANNUAL FORM 990 IS REVIEWED BY THE EXECUTIVE VICE-PRESIDENT AND  
CHIEF FINANCIAL OFFICER PRIOR TO FILING WITH THE INTERNAL REVENUE SERVICE. A COPY



Name of the organization

ARKANSAS REALTORS ASSOCIATION

Employer identification number

23-7000743

**FORM 990, PART VI, LINE 11 - FORM 990 REVIEW PROCESS (CONTINUED)**

OF THE ANNUAL FORM 990 AS FILED IS MADE AVAILABLE TO THE MEMBERS OF THE EXECUTIVE COMMITTEE.

**FORM 990, PART VI, LINE 12C - EXPLANATION OF MONITORING AND ENFORCEMENT OF CONFLICTS**

A CONFLICT OF INTEREST STATEMENT IS SIGNED ANNUALLY BY EACH MEMBER OF THE BOARD OF DIRECTORS AND BY EACH EMPLOYEE OF THE ASSOCIATION.

**FORM 990, PART VI, LINE 19 - OTHER ORGANIZATION DOCUMENTS PUBLICLY AVAILABLE**

THE ASSOCIATION'S FINANCIAL STATEMENTS, ANNUAL FORM 990, AND OTHER DOCUMENTS MEETING THE CRITERIA FOR DISCLOSURE ARE MADE AVAILABLE TO THE PUBLIC OR OTHER INTERESTED PARTIES UPON REQUEST.

**FORM 990, PART XI, LINE 1 - OTHER ACCOUNTING METHOD**

MODIFIED CASH

Name of the organization

ARKANSAS REALTORS ASSOCIATION

Employer identification number

23-7000743

**SCHEDULE R**  
(Form 990)

Department of the Treasury  
Internal Revenue Service

**Related Organizations and Unrelated Partnerships**

▶ Complete if the organization answered 'Yes' to Form 990, Part IV, lines 33, 34, 35, 36, or 37.  
▶ Attach to Form 990. ▶ See separate instructions.

OMB No 1545-0047

**2009**

Open to Public  
Inspection

Name of the organization

ARKANSAS REALTORS ASSOCIATION

Employer identification number

23-7000743

**Part I Identification of Disregarded Entities** (Complete if the organization answered 'Yes' to Form 990, Part IV, line 33.)

(A) Name, address, and EIN of disregarded entity	(B) Primary activity	(C) Legal domicile (state or foreign country)	(D) Total income	(E) End-of-year assets	(F) Direct controlling entity
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**Part II Identification of Related Tax-Exempt Organizations** (Complete if the organization answered 'Yes' to Form 990, Part IV, line 34 because it had one or more related tax-exempt organizations during the tax year.)

(A) Name, address, and EIN of related organization	(B) Primary activity	(C) Legal domicile (state or foreign country)	(D) Exempt Code section	(E) Public charity status (if section 501(c)(3))	(F) Direct controlling entity
HEARTS & HOMES OF ARKANSAS, INC. 11224 EXECUTIVE CENTER DRIVE LITTLE ROCK, AR 72211, AR 72211 26-0784079	CHARITABLE	AR	501 (C) (3)	7	N/A
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**Part III** Identification of Related Organizations Taxable as a Partnership (Complete if the organization answered 'Yes' to Form 990, Part IV, line 34 because it had one or more related organizations treated as a partnership during the tax year.)

(A) Name, address, and EIN of related organization	(B) Primary Activity	(C) Legal domicile (state or foreign country)	(D) Direct controlling entity	(E) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(F) Share of total income	(G) Share of end-of-year assets	(H) Dispropor- tionate allocations?		(I) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(J) General or managing partner?
							Yes	No		
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**Part IV** Identification of Related Organizations Taxable as a Corporation or Trust (Complete if the organization answered 'Yes' to Form 990, Part IV, line 34 because it had one or more related organizations treated as a corporation or trust during the tax year.)

(A) Name, address, and EIN of related organization	(B) Primary Activity	(C) Legal domicile (state or foreign country)	(D) Direct controlling entity	(E) Type of entity (C corp, S corp, or trust)	(F) Share of total income	(G) Share of end-of-year assets	(H) Percentage ownership
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**Part V Transactions With Related Organizations** (Complete if the organization answered 'Yes' to Form 990, Part IV, line 34, 35, or 36.)**Note.** Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule

1 During the tax year did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV:

	Yes	No
<b>a</b> Receipt of (i) interest (ii) annuities (iii) royalties (iv) rent from a controlled entity		X
<b>b</b> Gift, grant, or capital contribution to other organization(s)		X
<b>c</b> Gift, grant, or capital contribution from other organization(s)		X
<b>d</b> Loans or loan guarantees to or for other organization(s)		X
<b>e</b> Loans or loan guarantees by other organization(s)		X
<b>f</b> Sale of assets to other organization(s)		X
<b>g</b> Purchase of assets from other organization(s)		X
<b>h</b> Exchange of assets		X
<b>i</b> Lease of facilities, equipment, or other assets to other organization(s)		X
<b>j</b> Lease of facilities, equipment, or other assets from other organization(s)		X
<b>k</b> Performance of services or membership or fundraising solicitations for other organization(s)		X
<b>l</b> Performance of services or membership or fundraising solicitations by other organization(s)		X
<b>m</b> Sharing of facilities, equipment, mailing lists, or other assets		X
<b>n</b> Sharing of paid employees		X
<b>o</b> Reimbursement paid to other organization for expenses		X
<b>p</b> Reimbursement paid by other organization for expenses		X
<b>q</b> Other transfer of cash or property to other organization(s)		X
<b>r</b> Other transfer of cash or property from other organization(s)		X

2 If the answer to any of the above is 'Yes,' see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

	(A) Name of other organization	(B) Transaction type (a-r)	(C) Amount involved
(1)			
(2)			
(3)			
(4)			
(5)			
(6)			

**Part VI** **Unrelated Organizations Taxable as a Partnership** (Complete if the organization answered 'Yes' to Form 990, Part IV, line 37.)

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total asset or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

[illegible]

**ARKANSAS REALTORS® ASSOCIATION**  
**CONSTITUTION AND BYLAWS**  
**(EFFECTIVE JANUARY 1, 2009)**  
**CONSTITUTION**

**ARTICLE I**

**Name**

The name of this organization shall be ARKANSAS REALTORS® ASSOCIATION hereinafter referred to as the ASSOCIATION

**ARTICLE II**

**Objects**

The objects of this Association shall be to unite local Boards of REALTORS®, hereinafter referred to as Boards\*, their members, and REALTOR® Members in the State of Arkansas for the purpose of exerting effectively a combined influence upon matters affecting real estate, to elevate the standards of the real estate business throughout the state and the professional conduct of persons engaged therein. The objects also include advancing the civic growth and economic growth of the State of Arkansas

\* As used herein the term "board(s)" refers to Boards and Associations

**ARTICLE III**

**Jurisdiction**

The territorial jurisdiction of this ASSOCIATION shall be the entire State of Arkansas. Territorial jurisdiction is defined to include the right and duty to control the use of the terms REALTOR®, and REALTORS® subject to the conditions set forth in these Constitution and Bylaws and those of the NATIONAL ASSOCIATION OF REALTORS® in return for which this ASSOCIATION agrees to protect and safeguard the property rights of the NATIONAL ASSOCIATION OF REALTORS® in the terms

**ARTICLE IV**

**Headquarters**

The ASSOCIATION shall maintain headquarters in the city of Little Rock, Arkansas

**ARTICLE V**

**Administration**


The Administration of the affairs of the ASSOCIATION shall be vested in a Board of Directors.

**ARTICLE VI**

**Amendment**

This constitution may be amended at any meeting of the members by a two-thirds vote of the members present, provided that a written notice of the proposed amendment or amendments shall have been sent to each member at least thirty days prior to the meeting at which the amendment or amendments are to be considered, except that the Board of Directors may, at any regular or special meeting of the Board of Directors at which a quorum is present, be noticed about amendments to the Constitution which are mandated by policy of the NATIONAL ASSOCIATION OF REALTORS®

  
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## **BYLAWS**

### **ARTICLE I Membership**

Section 1 The members of this ASSOCIATION shall consist of seven classes (1) Member Boards, (2) Board Members, (3) REALTOR® Members, (4) Affiliate Members, (5) Institute Affiliate Members, and (6) Life Members

Section 2. A Member Board shall be any board within the State of Arkansas, all the REALTOR® Members of which who hold primary Membership in the Board hold membership in this ASSOCIATION and in the NATIONAL ASSOCIATION OF REALTORS®

Section 3. A Board Member shall be any REALTOR® Member or Institute Affiliate Members of a Member Board in good standing

Section 4 A REALTOR® Member shall be any individual engaged in the real estate profession as a principal, partner, corporate officer, or branch office manager acting on behalf of the firm's principal(s) and licensed or certified individuals affiliated with said REALTOR® Member whose place of business is located in an area outside the jurisdiction of any Member Board who meets the qualifications for REALTOR® Membership established by this ASSOCIATION (which must be consistent with National Association of REALTORS® Membership Qualification Criteria). Secondary REALTOR® Membership shall also be available to individuals who hold primary membership in a board/association in another state and who desire to obtain direct membership in this ASSOCIATION without holding membership in a local board/association in the state REALTOR® Members (excluding Secondary REALTOR® Members) shall as a qualification for membership satisfactorily complete a reasonable and nondiscriminatory course of instruction offered by this ASSOCIATION or any of its Member Boards covering the Constitution and Bylaws and Rules and Regulations of this ASSOCIATION, and the Constitution and Bylaws and Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® and shall agree to abide by such Constitution, Bylaws, Rules and Regulations, and Code of Ethics.

An applicant for REALTOR® Membership who is a sole proprietor, partner, corporate officer, or branch office manager of a real estate firm shall supply evidence satisfactory to the Membership Committee that he 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), has no record of recent or pending bankruptcy\*, has no record of official sanctions involving unprofessional conduct\*\*, agrees to complete a course of instruction covering the Bylaws of the State Association, and the Constitution and Bylaws and Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, and shall pass such reasonable and nondiscriminatory written examination thereon as may be required by the Committee, and shall agree that if elected to membership, he will abide by such Constitution, Bylaws, Rules and Regulations, and Code of Ethics.

Note 1. \* No recent or pending bankruptcy is intended to mean that the applicant or any real estate firm in which the applicant is a sole proprietor, general partner, corporate officer, or branch office manager, is not involved in any pending bankruptcy or insolvency proceedings or, has not been adjudged bankrupt in the past three (3) years. If a bankruptcy proceeding as described above exists, membership may not be rejected unless the Association establishes that its interests and those of its members and the public could not be adequately protected by requiring that the bankrupt applicant pay cash in advance for Association and MLS fees for up to one (1) year from the date that membership is approved or from the date that the applicant is discharged from bankruptcy (whichever is later). In the event that an existing member initiates bankruptcy proceedings, the member may be placed on a "cash basis" from the date that bankruptcy is initiated until one (1) year from the date that the member has been discharged from bankruptcy.

\*\* No record of official sanctions involving unprofessional conduct is intended to mean that the Association may only consider judgments within the past three (3) years of violations of (1) civil rights laws; (2) real estate license laws, (3) or other laws prohibiting unprofessional conduct against the applicant rendered by the courts or other lawful authorities.

NOTE 2: Article IV, Section 2, of the NAR Bylaws prohibits Member Boards from knowingly granting REALTOR® or REALTOR-ASSOCIATE® 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.



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 Board or a Designated REALTOR® Member of another Board (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, shall complete a course of instruction covering the Bylaws of the State Association, and the Constitution and Bylaws and Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS®, and shall pass such reasonable and nondiscriminatory written examinations thereon as may be required by the Membership Committee and shall agree in writing that if elected to membership he will abide by such Constitution, Bylaws, Rules and Regulations, and the Code of Ethics

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 any other 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.

"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, See Article I, Section 4(a) NOTE 2) 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 may condition membership 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.

The Board of Directors (or its appointed designee) shall review and act on all applications for membership. An application may not be rejected without providing the applicant with an opportunity to appear before the Board of Directors to make such statements as he deems relevant. If the Board of Directors determines that the application should be rejected, it shall record its reasons with the Secretary. 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.

The Board of Directors may adopt an application fee for REALTOR® Membership in reasonable amount, not exceeding three times the amount of the annual dues for REALTOR® Membership, which shall be required to accompany each application for REALTOR® Membership and which shall become the property of the Board upon final approval of the application.

**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 pursuant to Article 17 of the Code of Ethics and the payment of Board 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.

Any REALTOR® Member of the Association may be disciplined by the Board of Directors for violations of these Bylaws, 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 OF REALTORS® as set forth in the Code of Ethics and Arbitration Manual of the National Association.

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 readmission 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 readmission 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 himself from any form or degree of management control of the firm for the term of the suspension or until readmission 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 readmission 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 his 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.

In any action taken against a REALTOR® Member for suspension or expulsion under Section 4 (h) hereof, 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 II, Section 4 (h) shall apply.

Section 5. Institute Affiliate Members shall be individuals who hold a professional designation awarded by a Institute, Society or Council affiliated with the NATIONAL ASSOCIATION OF REALTORS® 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.

Section 6. Affiliate Members shall be real estate firm owners and other individuals who do not hold a real estate license or a license or certification as an appraiser or firms who are Affiliate Members of Member Boards.

Section 7. Life Members shall be individuals who have held membership in the Arkansas REALTORS® Association for a continuous period of 25 years, or for 30 years which may not have been continuous, have attained the age of sixty-five (65) years, have made a notable contribution to this ASSOCIATION, and have been recommended for this designation by a Local Board or by the Executive Committee, or who have been granted the "REALTOR® Emeritus" status by the NATIONAL ASSOCIATION OF REALTORS®. Life Members shall hold all the rights, privileges and responsibilities of Membership except that dues for Membership in the Arkansas REALTORS® Association shall be waived.

## **ARTICLE II**

### **Officers**

Section 1. The elective Officers of this ASSOCIATION shall be a President, a President Elect, a Secretary/Treasurer, and a District Vice President from four Districts of the State as geographically identified by the Board of Directors. The President Elect shall, when necessary, perform the duties of the President and, in his/her absence, the Secretary/Treasurer shall perform such duties. The President, President Elect, the Secretary Treasurer and the Immediate Past President shall serve for one calendar year or until their successors are elected and qualified. The District Vice Presidents shall serve a term of two calendar years, staggered, Districts One and Three on odd years and Districts Two and Four on even years. In filling a vacancy, the scheduled election years shall be adhered to. The President Elect shall succeed to the office of President and the President shall succeed to the office of Immediate Past President the following year. The President shall not be eligible to serve a second successive term.

Section 2. The duties of the Officers shall be such as their titles, by general usage, would indicate and such as may be assigned to them, respectively, by the Board of Directors from time to time, and such as are required by law. Additionally, the President shall be the leader of this ASSOCIATION'S Delegates to the National Convention and Delegate Body Meeting of the National Association of REALTORS® and in the absence of a Member Board representative, vote for the Member Board.

Section 3. The ASSOCIATION shall pay the cost for and include the elected officers in a surety bond in the amount of One Hundred Thousand Dollars that covers and reimburses the ASSOCIATION for loss of ASSOCIATION assets that result from direct or indirect acts of the elected officers during their term of office.

Section 4. In the event of a required hiring of an Executive Vice President, the Executive Committee shall appoint a Transition and Search Committee consisting of the current President of the Association as chair, three members of the Executive Committee and three members of the Board of Directors to implement a search plan and carry out a transition to a new and permanent EVP. The Transition and Search Committee will report its findings for a new Executive Vice President to the Board of Directors for approval. The Board of Directors shall approve assignment of their duties and job descriptions of all staff officers and staff members. The Executive Committee will have responsibility for monitoring the work of the Executive Vice President whether permanent or temporary. The ASSOCIATION shall pay the cost for and keep current an employee dishonesty insurance policy in the amount of One Hundred Thousand Dollars that covers and reimburses the ASSOCIATION for loss of ASSOCIATION assets that result from direct or indirect acts of dishonesty on the part of its administrative officers or their support staff.

Section 5. The Board of Directors may retain legal and other professional counsel, and may fix the terms of compensation thereof.

### **ARTICLE III**

#### **Election of Officers and Directors**

Section 1. The election of Officers and Directors shall be held at the annual membership meeting of the ASSOCIATION, their terms of office to be effective January 1 of the following year.

Section 2. The President shall appoint a Nominating Committee of which the Immediate Past President, upon acceptance, shall be the chairman and represent his/her Zone. The members of which shall be one for each ASSOCIATION Zone, based upon Zone member population (see Article V), to be selected from the respective area each Director represents, which shall name one candidate with the following qualifications for each office to be filled:

Each District Vice President nominee must have served a minimum of one year on the Board of Directors. The nominee for President Elect must have served either as Secretary/Treasurer or as a District Vice President.

A nominee for Zone Director must be a Member of the Zone from which he or she is nominated.

A nominee for Director-at-Large must be a Member of this ASSOCIATION.

The nominee for Secretary-Treasurer must have served a minimum of two years on the Board of Directors.

The position of President shall be filled by the President Elect by succession and not be nominated either by the Nominating Committee or by petition.

The position of Immediate Past President shall be by succession for a one year period following the year as President.

Nominees for Past President positions on the Board of Directors must be a Member of this Association in good standing.

The Zone Directors for each zone normally serve a three-year term. Should the occasion occur that a Zone has a majority (51% or more) of Directors expiring in a given year (except Zones who have only one Director), the Nominating Committee Chair shall determine staggered terms in an upcoming election.

Section 3. The report of the Nominating Committee shall be mailed to all Members of the ASSOCIATION, including all REALTOR® members and all Life Members at least sixty days prior to the election. Additional candidates with the qualifications in Section 2 (a) (b) (c) (d) and (e) may be placed in nomination by petition signed by at least five per cent (5%) of the current Members, including REALTOR® Members and Life Members of the Arkansas REALTORS® Association. The petition shall be filed with an Association Administrative Officer at least forty-five (45) days preceding the election. The Association Administrative Officers shall mail notice of such additional nominations to all ASSOCIATION Members, including all REALTOR® members and all Life Members at least thirty (30) days preceding the election.

Section 4 Notice to members on official business such as Bylaws and Nomination Reports shall be made prior or on the noted dates using the ASSOCIATION'S bulk mail permit and may be included in normal mailings to all members by noting on the address page the following "Official Notice to Members"

#### **ARTICLE IV**

**NOMINEES FOR APPOINTMENTS:** Nominees for Appointment to the Arkansas Real Estate Commission, Recommendations for Nominees for the Position of Director of the NATIONAL ASSOCIATION OF REALTORS® and Other Non-Elected Positions

Section 1 The Nominating Committee as defined and directed in Article III, Section 2, shall, as part of its duties, name four nominees as recommendations for appointment to the Arkansas Real Estate Commission and for Officers, Directors, and other positions that may be required of this ASSOCIATION. All recommendations shall be submitted to the members in good standing and attending the Annual Membership Meeting. In the event of more recommendations than positions available, the submission shall be in the form of a written ballot with all the recommendations listed. The membership shall then be instructed to vote for the person(s) they wish to fill the number of positions. The names receiving the most votes shall be the Nominee(s).

Section 2 Nominees for appointment to the Arkansas Real Estate Commission shall comply in full and at all times with the requirements and qualifications set forth in Arkansas Statutes Sec , 17-35-201 of the Arkansas Real Estate Licensing Law, otherwise the nomination shall be considered null and void and therefore vacant

Section 3 Filling of vacancies by resignation or otherwise in the Arkansas Real Estate Commission or in this ASSOCIATION'S Nominees shall be effected by the Board of Directors as prescribed in Article V, Section 4

Section 4 Election of National Directors and recommendations to the NATIONAL ASSOCIATION OF REALTORS® for the position of other National offices shall be executed in the same manner as hereinbefore defined and directed in Article III, Section 2, for Officers and Directors of this ASSOCIATION. National Directors shall be elected to staggered terms of three years.

Section 5 Recommendations, nominations, or filling of vacancies for other Arkansas REALTORS® Association positions shall be executed in the same manner as hereinbefore defined and directed in Article III.

Section 6 Vacancies by resignation or otherwise in the positions enumerated in Section 4 and Section 5 of this Article shall be filled by the Board of Directors as prescribed in Article V, Section 4

#### **ARTICLE V**

##### **Board of Directors**

Section 1. The Board of Directors shall conduct the affairs of the ASSOCIATION and shall carry out the policies enunciated and the instructions given by majority vote of the members at any meeting

Section 2 The Board of Directors shall consist of the following; President; President Elect, Secretary/Treasurer; the Immediate Past President each serving a one year calendar term in those positions ; Four District Vice Presidents each serving a two calendar year term electing two each year as described in Article II above; Six Directors at Large, two to be elected each year to serve a term of three calendar years, Twelve Zone Directors, four being elected each year to serve a term of three calendar years, an additional Zone Director from each Zone with more than 500 members and a third Zone Director from each Zone with 1,000 to 1,499 members as of as of April 30<sup>th</sup> of the current year according to paid members, to be elected to a three calendar year term; Three ARA Past Presidents, each serving a three year calendar term; and each Director of the National Association of REALTORS® elected by this Association shall serve during their term on the National Association of REALTORS® Board of Directors. The Board of Directors shall also consist of the current year's Chairpersons of the Professional Development Committee, the Legislative Committee, the Equal Opportunity Committee, the Professional Standards Committee, the Public Relations Committee, the Risk Reduction Committee, RPAC, and the Convention Committee and shall also be full voting members of the Board of Directors for the current year each is Chairman defined above. Should one of the Committee Chairpersons also be a member of the Board of Directors by election, that Chairperson shall only have one vote as a member of the Board of Directors. Each year when the NAR Region IX Vice President-Elect is from Arkansas he or she will serve on the ARA Board of Directors.

Section 3 The Board of Directors shall administer the finances of the Association and shall have sole authority to appropriate money Funds appropriated by the annual budget approved by the Board of Directors shall be considered appropriated and may be ordered paid by the Secretary Treasurer The accounts of the Association shall be audited annually by a certified public accountant

Section 4 The Board of Directors shall meet a minimum of three times each year which will be called by the President of the ASSOCIATION at locations to be determined by the President

Section 5 Vacancies by resignation or otherwise in the Board of Directors shall be filled by the Board of Directors until the next general election only, at which time the membership shall elect a director or directors for the remainder of any unexpired term or terms.

If a District Vice President during his/her term transfers their real estate license to a firm located outside their elected District and does not maintain primary or secondary membership in a local board within the District, it shall constitute an automatic and immediate resignation of their position

If a Zone Director during his/her term transfers their real estate license to a firm located outside their elected Zone and does not maintain primary or secondary membership in a local board within the Zone, it shall constitute an automatic and immediate resignation of their position

Section 6 There shall be an Executive Committee of the Board of Directors, (See Article VI)

Section 7 Special Meetings & attendance by members:

The Board of Directors shall meet on call from the President upon three days written notice Attendance by members shall be required. Upon the third absences during the entire term of the appointment, resignation shall be automatic. An excused absence is only when the member is attending another NAR or ARA Meeting held at the same time. The President shall determine such resignations. Should such resignation be instituted, the members may file a written request to the President for reinstatement explaining the reasons for absences. If reinstated, one additional absence shall automatically be a final resignation without the ability to submit for reinstatement.

Section 8 50% plus one of the elected Directors shall constitute a quorum of the Board of Directors.

## **ARTICLE VI**

### **Executive Committee**

There shall be an Executive Committee of the Board of Directors, composed of the President, President-Elect, Secretary/Treasurer, District Vice Presidents, and Immediate Past President. The Executive Vice President, the Chief Financial Officer and the Government Affairs Director shall be non-voting members. This committee shall make recommendations to the Board of Directors, shall transact business within the authority given by the Board of Directors between meetings, and shall report such actions in full to the Board of Directors at its next meeting, except for Executive Session proceedings. This Committee shall not have the power to alter the Association's travel budget, change the dues structure, execute special assessments on the members or alter the bylaws except when mandated by the National Association of REALTORS® or by laws enacted by the State of Arkansas.

## **ARTICLE VII**

### **Past President's Advisory Council**

There shall be a Past President Advisory Council appointed by the current President consisting of a minimum of four Past Presidents of the ASSOCIATION, who shall continue to be members The Advisory Council shall act in an advisory capacity to the Officers and Directors of the ASSOCIATION and shall function at the discretion of and with duties assigned by the current President or by any member(s) of the Executive Committee The chair of the Council shall be the Immediate Past President of the ASSOCIATION.

## **ARTICLE VIII**

### **Committees**

Section 1. There shall be the following Standing Committees, the members of which shall serve for one year or multiple years as dictated by the committee's policy or until their successors are appointed and qualified

Business Planning  
Convention  
Past Presidents Advisory Council  
Professional Development  
Equal Opportunity  
Legislative  
Member Services  
Nominating  
Professional Standards & Grievance  
Public Relations  
REALTOR® of the Year  
Risk Reduction  
Convention Committee  
Finance Committee

Section 2. The President, with the approval of the Board of Directors, may appoint such other committees as he/she deems advisable. Members shall be appointed to one year terms. The President shall be an ex officio member of all committees except the REALTOR® of the Year and Nominating Committees.

Section 3. Committees shall have such duties as their titles indicate, and as the Board of Directors may assign. All actions of committees shall be subject to the approval of the Board of Directors

Section 4. The President shall appoint members to all committees except members of the REALTOR® of the Year committee prior to the beginning of the year the President takes office. Attendance by members shall be required except for special meetings of the Convention Committee. Upon the third absences during the entire term of the appointment, resignation shall be automatic. An excused absence is only when the member is attending another NAR or ARA Meeting held at the same time. The President shall determine such resignations. Should such resignation be instituted, the members may file a written request to the President for reinstatement explaining the reasons for absences. If reinstated, one additional absence shall automatically be a final resignation without the ability to submit for reinstatement. Should the size of a committee be reduced by Presidential action, no current member shall be removed until their term expires.

Section 5. At committee meetings, a majority shall constitute a quorum, except that when a committee consists of more than nine members, five shall constitute a quorum.

Section 6. The Board of Directors is authorized to support The Arkansas Real Estate Foundation. The objectives for The Foundation are:

To promote study and research in the field of real estate,  
The distribution of knowledge thereof, and the continuing education of real estate brokers and salesmen.  
To cause to be published and distributed literary works on real estate subjects  
To encourage universities and colleges in Arkansas to offer more real estate courses.  
To encourage college students to take more courses in real estate  
To attract qualified professors by endowment of a chair.  
To offer scholarships to students interested in real estate as a profession.

Section 7. The Board of Directors is hereby authorized to create a legal action fund from the reserves of the ASSOCIATION. The fund may reach, but shall not exceed, \$100,000 plus interest. The specific purpose of the fund shall be for the prosecution or defense of lawsuits brought by or against the ASSOCIATION or its officers, or, when determined appropriate by the Board of Directors, one or more members of the ASSOCIATION, if deemed by the Board of Directors to have statewide impact. The fund shall be placed in an interest bearing account as determined by the Executive Committee. Money may be withdrawn from the fund only after approval of the Board of Directors. Money withdrawn from the fund shall be deposited in the General Account for disbursement. The fund may be used for other purposes with a two-thirds vote of the Board of Directors

Section 8 The Board of Directors is hereby authorized to create an Issues Mobilization fund from the reserves of the ASSOCIATION and from an allocation of a portion of member dues annually The specific purpose of the fund shall be for the support or oppose any statewide or local measure or governmental action or potential action that affects real property rights, real estate brokers and agents, or the real estate industry In the normal course of business, the Legislative Committee shall recommend the use of the fund and approved by the Board of Directors In an emergency, the Executive Committee shall have the authority to disperse the fund's assets for purposes listed above The fund shall be placed in an interest bearing account as determined by the Finance Committee with the approval of the Executive Committee Money withdrawn from the fund shall be deposited in the General Account for disbursement The fund may be used for other purposes with a two-thirds vote of the Board of Directors

## **ARTICLE IX**

### **Meetings**

Section 1. The time and place of the annual membership meeting of the ASSOCIATION shall be designated by the Board of Directors. The annual convention shall include the time of the annual membership meeting

Section 2. The ASSOCIATION shall hold an annual membership meeting at the annual convention which shall be open to all REALTOR® Members and Life Members who are full registrants to the annual convention Each REALTOR® Member, each Institute Affiliate Member, and each Life Member, subject to being a member in good standing, shall be a delegate and entitled to one vote Attendance at the complete (full) convention requires payment of a registration fee

Section 3 A quorum shall consist of those present and qualified to vote on business matters brought before the Annual Business Meeting.

Section 4. Other special meetings may be called by the Board of Directors. Any call for a meeting shall state the purpose, time and place of the meeting and shall be issued at least ten days in advance A quorum shall consist of those present and qualified to vote on business matters brought before the meeting. To be a qualified voter, one must be a Member in good standing of this ASSOCIATION

## **ARTICLE X**

### **Fiscal Year**

The fiscal year shall end on the last day of December of each year.

## **ARTICLE XI**

### **Code of Ethics**

The Code of Ethics of the NATIONAL ASSOCIATION OF REALTORS® is adopted as the Code of Ethics of this ASSOCIATION and shall be considered a part of its rules and regulations and shall in the future be deemed to be amended and changed whenever said Code of Ethics is amended or changed by the National Association of REALTORS®

## **ARTICLE XII**

### **Professional Standards**

Section 1. Allegations of ethical violations and contractual disputes (and specific non-contractual disputes as defined in Standard of Practice 17-4) between REALTORS® and between REALTORS® and their customers or clients may be submitted to an ethics or arbitration panel at the State Association level under the following circumstances in such cases where the Member Board is not a party to the "Agreement Between the Arkansas REALTORS® Association and (Member Board) To Establish Statewide Professional Standards Enforcement Procedures "

Allegations of unethical conduct made against a REALTOR® who is directly a member of the State Association and not a member of any Member Board

Allegations of unethical conduct made against a REALTOR® in the instance in which the Member Board, because of size or other valid reason, determines that it cannot provide a due process hearing of the matter and petition the State Association to conduct a hearing.

Contractual disputes (and specific non-contractual disputes as defined in Standard of Practice 17-4) between REALTORS® who are not members of the same Member Board where the matter has been referred to the State Association by both Member Boards.

Contractual disputes (and specific non-contractual disputes as defined in Standard of Practice 17-4) between REALTORS® who are directly members of the State Association and are not members of any Member Board

Contractual disputes (and specific non-contractual disputes as defined in Standard of Practice 17-4) between a REALTOR® who does not hold membership in any Member Board, but is directly a member of the State Association, and a REALTOR® who is a member of a Member Board

Contractual disputes (and specific non-contractual disputes as defined in Standard of Practice 17-4) between REALTOR® Members of the same Member Board where the Board with good and sufficient reason is unable to arbitrate the controversy (Explanation This provision is not designed to relieve a Member Board of its primary responsibility to resolve differences arising between members of the same Member Board The section recognizes that in some Member Boards with limited membership, usual arbitration procedures may be impossible.)

Contractual disputes between a customer or client and a REALTOR® where the Member Board with good and sufficient reason is unable to arbitrate the dispute or the REALTOR® is a direct member of the State Association.

Section 2 Any Member Board that is a party to the "Agreement Between the Arkansas REALTORS® Association and (Member Board) To Establish Statewide Professional Standards Enforcement Procedures" shall comply with the terms and procedures of the Agreement.

Section 3 The responsibility of the ASSOCIATION and of ASSOCIATION members relating to the enforcement of the Code of Ethics, the disciplining of Members, the arbitration of disputes, and the organization and procedures incident thereto shall be governed by the Code of Ethics and Arbitration Manual of the National Association of REALTORS®, as from time to time amended, which by this reference is made a part of these Bylaws.

Section 4 If a REALTOR® Member (as defined in Article II, Section 4, of these bylaws) resigns from the Board or otherwise causes membership to terminate with an ethics complaint pending, that Board of Directors may condition the right of the resigning Member to reapply for membership upon the applicant's certification that he/she will submit to the pending ethics proceeding and will abide by the decision of the hearing panel.

If a REALTOR® Member (as defined in Article II, Section 4, of these bylaws) resigns or otherwise causes membership to terminate, the duty to submit to arbitration continues in effect even after membership lapses or is terminated, provided that the dispute arose while the former member was a REALTOR®.

#### Section 5

New Member Code of Ethics Orientation.

Applicants for REALTOR® membership 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 who have completed comparable orientation in another association, provided that membership has been continuous, or that any break in membership is for one year or less.

Failure to satisfy this requirement within 180 days of the date of application will result in denial of the membership application.

Note: This orientation program must meet the learning objectives and minimum criteria established from time to time by the National Association of REALTORS®.

#### Section 6

Continuing Member Code of Ethics Training

Effective January 1, 2001, through December 31, 2004, and for successive four year periods thereafter, each REALTOR® and REALTOR-ASSOCIATE® member of the association shall be required to complete quadrennial ethics training of not less than two hours and thirty 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, or the NATIONAL ASSOCIATION OF REALTORS®, or any other recognized educational institution or provider which meets the learning objectives and minimum criteria established by the NATIONAL ASSOCIATION OF REALTORS® from time to time Members who have completed training as a requirement of membership in another association and members who have completed the New Member Code of Ethics Orientation during any four year cycle shall not be required to complete additional ethics training until a new four year cycle commences

Failure to satisfy this requirement shall be considered a violation of a membership duty for which REALTOR® membership shall be suspended until such time as the training is completed



Members suspended for failing to meet the requirement for the first four (4) year cycle (2001 through 2004) will have until December 31, 2005 to meet the requirement. Failure to meet the requirement by that time will result in automatic termination of membership.

Failure to meet the requirement for the second (2005 through 2008) cycle and subsequent four (4) year cycles will result in suspension of membership for the first two months (January and February) of the year following the end of any four (4) 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 7. Professional Standards hearings and the organization and procedures incident thereto shall be governed by the Code of Ethics and Arbitration Manual of the National Association of REALTORS® as from time to time amended, which by this reference is made a part of these Bylaws.

## **ARTICLE XIII**

### **Dues**

Section 1. The annual dues of each Member Board as defined in Article I of these Bylaws shall be an amount equal to (1) \$100.00 plus the allocation of dues for the NATIONAL ASSOCIATION OF REALTORS® times the number of REALTOR® Members who hold primary membership in the Board, plus (2) an amount equal to \$100.00 plus the allocation of dues for the NATIONAL ASSOCIATION OF REALTORS® times the number of real estate salespersons and licensed or certified appraisers employed by or affiliated as independent contractors with REALTOR® Members of the board who are not themselves REALTORS® Members. In calculating the dues payable by a Member Board, nonmembers, as defined in the preceding sentence, shall not be included in the computation of dues if dues have been paid in another Board in the State or a State contiguous thereto, provided the Board notifies this ASSOCIATION in writing of the identity of the Board to which dues have been remitted.

Section 2. The annual dues of each REALTOR® Member actively engaged in the real estate business from areas not within the jurisdiction of a Member Board shall be (1) \$100.00 plus the allocation of dues for the NATIONAL ASSOCIATION OF REALTORS® plus an amount equal to (2) \$100.00 plus the allocation of dues for the NATIONAL ASSOCIATION OF REALTORS® times the number of real estate salespersons and licensed or certified appraisers who (a) are employed by or affiliated as independent contractors, or who are otherwise directly or indirectly licensed with such REALTOR® Member and (b) are not REALTORS®, provided, however, that if two or more REALTORS® are principals of the same firm, partnership or corporation then only that REALTOR® designated from time to time in writing (the "designated" REALTOR®) by the firm, partnership or corporation shall be required to pay that portion of the dues which is computed on the basis of the real estate salespersons and licensed or certified appraisers employed by or affiliated as independent contractors with such firm, partnership or corporation, and the dues of the remaining REALTORS® who are principals of such firm, partnership or corporation, shall be \$100.00 plus the allocation of dues for the NATIONAL ASSOCIATION OF REALTORS®.

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, managing, counseling or appraising 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®.

Membership dues shall be prorated quarterly for any licensee included on a certification form submitted to the association who during the same calendar year applies for REALTOR® or REALTOR-ASSOCIATE® membership in the association. However, membership dues shall not be prorated if the licensee held REALTOR® or REALTOR-ASSOCIATE® membership during the preceding calendar year.

Section 3. The annual dues of each Institute Affiliate Member shall be as established in Article II of the Bylaws of the NATIONAL ASSOCIATION OF REALTORS®.

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 (\$75.00). The National Association shall credit \$25.00 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 \$25.00 amount will be credited to the COB, unless the Institute Affiliate Member directs that the dues be

Section 3 A REALTOR® Member who is a principal of a real estate firm, partnership or corporation may use the terms REALTOR® or 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 REALTORS® or Institute Affiliate Members

Section 4 An Institute Affiliate Member shall not use the term "REALTOR®" or "REALTORS®" and shall not use the imprint of the emblem seal of the NATIONAL ASSOCIATION OF REALTORS®.

#### **ARTICLE XVI**

##### **Policy Manual**

The ASSOCIATION maintains a policy manual which is referenced as supplement to the Bylaws and is a living document with changes being authorized by the Board of Directors except for the following sections Professional Standards Policy Supplement and Minimum Services Criteria for Boards and Associations are mandated policies of the National Association of REALTORS®. Job Description & Employment-at-will Agreement for the Executive Vice President shall be authorized by the Executive Committee Staff Job Descriptions and Staff Officers Job Descriptions shall be at the direction of the Executive Vice-President The Board of Directors, the Executive Committee and the Executive Vice President shall not exceed their authority in changes as mandated by these bylaws. The Policy Manual shall not require membership approval

#### **ARTICLE XVII**

##### **Rules of Order**

Roberts' Rules of Order, latest edition, shall be recognized as the authority governing all meetings and conferences when not in conflict with the Bylaws of the ASSOCIATION.

#### **ARTICLE XVIII**

##### **Amendments**

The Bylaws may be amended at any meeting of the membership by the affirmative vote of two-thirds of the members present, provided, however, that notice of any proposed amendments shall have first been mailed (see Article III, Section 4) thirty (30) days in advance to all members.

The state's bylaws shall be automatically adopted on mandated amendments by The National Association of REALTORS® and would be effective as of the date that change is effected The Board of Directors of the state must be noticed at the next regularly scheduled meeting of the Board

#### **ARTICLE XIX**

##### **Harassment**

Any member of the ASSOCIATION may be reprimanded, placed on probation, suspended or expelled for harassment of an association or MLS employee or association officer or director after an investigation in accordance with the procedures of the association. As used in this Section, harassment means any verbal or physical conduct including threatening or obscene language, unwelcome sexual advances, stalking, actions including strikes, shoves, kicks, or other similar physical contact, 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. The decision of the appropriate disciplinary action to be taken shall be made by the investigatory team comprised of the president, and president-elect and/or vice president and one member of the board of directors selected by the highest ranking officer not named in the complaint, 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 the complaint names the president, president-elect or vice president, they may not participate in the proceedings and shall be replaced by the immediate past president or, alternatively, by another member of the board of directors selected by the highest ranking officer not named in the complaint.

#### **ARTICLE XX**

##### **Dissolution**

Upon the dissolution or winding up of the affairs of the ASSOCIATION, the Board of Directors, after providing for payment of all obligations, shall distribute any remaining assets to any nonprofit and tax exempt real estate research center existing in the State of Arkansas at the time of dissolution, or, within its discretion, to any other nonprofit and tax exempt organization.

(NOTE THIS COPY OF THE CONSTITUTION AND BYLAWS INCLUDES REVISIONS ENACTED AT THE 1963, 1964, 1968, 1969, 1973, 1975, 1976, 1979, 1980, 1981, 1982, 1983, 1984, 1986, 1987, 1988, 1989, 1990, 1992, 1993, 1994, 1996, 1997, 1998, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007 and the 2008 CONVENTION'S ANNUAL MEMBERSHIP MEETING.)

2009

## SCHEDULE D, PART XIV - SUPPLEMENTAL INFORMATION PAGE 6

ARKANSAS REALTORS ASSOCIATION

23-7000743

SCHEDULE D, PART XI, LINE 8  
OTHER CHANGES IN NET ASSETS OR FUND BALANCES

ACCRUAL TO CASH CONVERSION	
TOTAL	\$ 6,997.
	<u>\$ 6,997.</u>

SCHEDULE D, PART XII, LINE 2D  
OTHER REVENUE INCLUDED IN F/S BUT NOT INCLUDED ON FORM 990

NETTED EXPENSES - COST OF SALES	
TOTAL	\$ 182,174.
	<u>\$ 182,174.</u>

SCHEDULE D, PART XII, LINE 4B  
OTHER REVENUE INCLUDED ON FORM 990 BUT NOT INCLUDED IN F/S

ACCRUAL TO CASH CONVERSION	
TOTAL	\$ 709.
	<u>\$ 709.</u>

SCHEDULE D, PART XIII, LINE 2D  
OTHER EXPENSES AND LOSSES PER AUDITED F/S

NETTED EXPENSES - COST OF SALES.	
TOTAL	\$ 182,174.
	<u>\$ 182,174.</u>

SCHEDULE D, PART XIII, LINE 4B  
OTHER REVENUE INCLUDED ON FORM 990 BUT NOT INCLUDED IN F/S

ACCRUAL TO CASH CONVERSION	
TOTAL	\$ 7,706.
	<u>\$ 7,706.</u>

**Application for Extension of Time To File an  
Exempt Organization Return**

OMB No 1545-1709

Department of the Treasury  
Internal Revenue Service► **File a separate application for each return.**

- If you are filing for an **Automatic 3-Month Extension**, complete only **Part I** and check this box. ☒ **X**
- If you are filing for an **Additional (Not Automatic) 3-Month Extension**, complete only **Part II** (on page 2 of this form).

**Do not complete Part II unless** you have already been granted an automatic 3-month extension on a previously filed Form 8868.**Part I Automatic 3-Month Extension of Time.** Only submit original (no copies needed).A corporation required to file Form 990-T and requesting an automatic 6-month extension — check this box and complete Part I only. ☐*All other corporations (including 1120-C filers), partnerships, REMICS, and trusts must use Form 7004 to request an extension of time to file income tax returns.***Electronic Filing (e-file).** Generally, you can electronically file Form 8868 if you want a 3-month automatic extension of time to file one of the returns noted below (6 months for a corporation required to file Form 990-T). However, you cannot file Form 8868 electronically if (1) you want the additional (not automatic) 3-month extension or (2) you file Forms 990-BL, 6069, or 8870, group returns, or a composite or consolidated Form 990-T. Instead, you must submit the fully completed and signed page 2 (Part II) of Form 8868. For more details on the electronic filing of this form, visit [www.irs.gov/efile](http://www.irs.gov/efile) and click on *e-file for Charities & Nonprofits*.

<b>Type or print</b>  File by the due date for filing your return. See instructions.	Name of Exempt Organization	Employer identification number
	ARKANSAS REALTORS ASSOCIATION	23-7000743
	Number, street, and room or suite number. If a P.O. box, see instructions	
	11224 EXECUTIVE CENTER DRIVE	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions.	
	LITTLE ROCK, AR 72211	

**Check type of return to be filed** (file a separate application for each return):

<input checked="" type="checkbox"/> Form 990	<input type="checkbox"/> Form 990-T (corporation)	<input type="checkbox"/> Form 4720
<input type="checkbox"/> Form 990-BL	<input type="checkbox"/> Form 990-T (section 401(a) or 408(a) trust)	<input type="checkbox"/> Form 5227
<input type="checkbox"/> Form 990-EZ	<input type="checkbox"/> Form 990-T (trust other than above)	<input type="checkbox"/> Form 6069
<input type="checkbox"/> Form 990-PF	<input type="checkbox"/> Form 1041-A	<input type="checkbox"/> Form 8870

- The books are in the care of. ► ANDREW M. SCHAUS

Telephone No. ► 501-225-2020

FAX No. ►

- If the organization does not have an office or place of business in the United States, check this box. ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN). If this is for the whole group, check this box. ☐. If it is for part of the group, check this box. ☐ and attach a list with the names and EINs of all members the extension will cover.

INTERNAL REVENUE SERVICE  
WEST FIELD ASSISTANCE  
LITTLE ROCK, AR 72201  
MAY 14 2010  
RECEIVED  
35402

- 1 I request an automatic 3-month (6 months for a corporation required to file Form 990-T) extension of time until 8/15, 20 10, to file the exempt organization return for the organization named above.  
The extension is for the organization's return for:

- ☒ calendar year 20 09 or
- ☐ tax year beginning \_\_\_\_\_, 20 \_\_\_\_\_, and ending \_\_\_\_\_, 20 \_\_\_\_\_.

- 2 If this tax year is for less than 12 months, check reason: ☐ Initial return ☐ Final return ☐ Change in accounting period

<b>3a</b> If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	<b>3a</b>	\$	0.
<b>b</b> If this application is for Form 990-PF or 990-T, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	<b>3b</b>	\$	0.
<b>c Balance Due.</b> Subtract line 3b from line 3a. Include your payment with this form, or, if required, deposit with FTD coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	<b>3c</b>	\$	0.

**Caution.** If you are going to make an electronic fund withdrawal with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.**BAA For Privacy Act and Paperwork Reduction Act Notice, see instructions.**

Form 8868 (Rev. 4-2009)