

**STATE (GAR) DIRECTORS:** (See Constitution and Bylaws, Article XII, Sections 1-6)

**Duties and Responsibilities:**

The State Director shall serve as a liaison between the Membership of The Metro South Association of REALTORS® and the Membership of the Georgia Association of REALTORS®, and is responsible for and accountable to the membership of both organizations to:

- Be knowledgeable about the Georgia Association of REALTORS® Constitution and Bylaws, Policies and Procedures, Strategic Plan, programs and services;
- Attends meetings of the Region Caucuses and the GAR Board of Directors, participates in discussions of agenda items (remembering that they are representing the Georgia Association as a whole) and reports on real estate-related situations within the Member's Board or Region;
- Be familiar with proper parliamentary procedure (Robert's Rules of Order);
- If appointed to serve as a liaison to a Committee or Task Force of the Georgia Association of REALTORS®, be conscientious in attendance and in advising the Board of Directors of any pertinent matters;
- Be available to meet with GAR on its programs and educational conferences; and
- Encourages Members to participate in all Georgia Association meetings and conventions, as well as any National Association or Georgia Association educational seminar being conducted within the proximity of The Metro South Association of REALTORS®.
- State Directors are encouraged to attend the Metro South Association's Board of Directors meetings and Broker Council events.

**ATTENDANCE AT STATE CONVENTIONS:**

State Directors shall attend the GAR Conventions. If attendance is not possible, notice shall be given to the MSAR Association Executive to allow time for an alternate Director to be named for purposes of voting representation for the Metro South Association. Metro South Association State Directors must register for the meetings. **\*Depending on the current budgeted finances of the Metro South Association,** the Board shall reimburse each State Director for expenses incurred at each GAR Convention.

\*To be eligible for reimbursement, the following criteria must be met:

- Must attend the closing GAR Board of Directors meeting.
- Complete a Request for Reimbursement (Expense Statement) form and submit to the AE, along with a copy of the original receipts.)