



# California Association of Real Estate Brokers (“CAREB”)

## Officers and Directors 2023-2024

### Position

|  |  |                      |
|--|--|----------------------|
| <p><b>PRESIDENT</b></p> <p>A. The President shall be the Chief Executive Officer of the organization and shall have general supervision, direction and control of the business and officers of the organization. He/She shall present a report on the affairs of the organization at the annual meeting of the Membership.</p> <p>B. To preside over all meetings of the membership and to have the deciding vote in the event of a tie.</p> <p>C. To create additional committees and appoint a chairperson for each committee</p> <p>D. To co-sign checks with the Secretary or Treasurer.</p> <p>E. To give a good and sufficient fidelity bond, subject to the approval of the Board of Directors.</p> <p>F. To convene the Executive committee, composed of the elected officers within 30 days after the state election and plan program for the ensuing year.</p> <p><b>** MUST POSSESS AN ACTIVE CA BROKER’S LICENSE</b></p> |  | <p><b>VACANT</b></p> |
| <p><b>1ST VICE PRESIDENT</b><br/><b>Oversee Legislative</b></p> <p>A. In the absence of the President, or in the event of His/Her inability, neglect, or refusal to act, the functions of the office of the president shall be performed by the First Vice President.</p> <p><b>** MUST POSSESS AN ACTIVE CA BROKER’S LICENSE</b></p>  |  | <p><b>VACANT</b></p> |
| <p><b>2ND VICE PRESIDENT</b><br/><b>Oversee Membership</b></p> <p>A. In the absence of the President, 1st Vice President, or in the event of His/Her inability, neglect, or refusal to act, the functions of the office of the president shall be performed by the Second Vice President.</p> <p><b>** MUST POSSESS AN ACTIVE CA BROKER’S LICENSE</b></p>  |  | <p><b>VACANT</b></p> |

|  |  |                      |
|--|--|----------------------|
| <p><b>3RD VICE PRESIDENT</b><br/> <b>Oversee Education</b><br/> A. In the absence of the President, 1st Vice President, and the 2nd Vice President or in the event of His/Her inability, neglect, or refusal to act, the functions of the office of the president shall be performed by the Third Vice President.</p> <p><b>** MUST POSSESS AN ACTIVE CA BROKER'S LICENSE</b></p>  |  | <p><b>VACANT</b></p> |
| <p><b>SECRETARY</b><br/> A. It shall be the duty of the secretary to be responsible for the recording of the minutes of all meetings of the membership and the Board of Directors; to give notice of said meetings; to keep records of all proceeding, activities, and transactions; To have custody of the Seal and all books and records and to affix the Seal to all instruments requiring same.<br/> B. To supervise the operation of the office of the chapter and all administrative affairs of the Board of Directors: to provide for the care and protection of the personal property of the chapter; to order and purchase supplies, and to employ such additional office personnel as may be necessary for the proper and efficient conduct of the business of the chapter subject to the approval of the Board of Directors.<br/> C. Send out correspondence, reminders, thank you cards, and greeting cards to vendors, guest speakers and members.<br/> D. Upon expiration of his/her term, or in case of death, resignation, or removal, the secretary or his/her legal representative shall deliver to his/her successor or to persons designated by the Board of Directors all books, documents, or other property of the chapter.</p> |  | <p><b>VACANT</b></p> |
| <p><b>ASSISTANT SECRETARY</b><br/> A. To assist the secretary in completing the responsibilities of the office of the Secretary.</p>   |  | <p><b>VACANT</b></p> |

|  |  |                      |
|--|--|----------------------|
| <p><b>TREASURER</b></p> <p>A. It shall be the duties of the (CFO) to receive all monies of the chapter; to immediately record said monies upon the proper account books of the chapter, to issue the proper receipts therefore.</p> <p>B. To keep in a depository designated by the Board of Directors all funds of the chapter; to endorse all drafts "For Deposit Only"; too keep a keep a accurate account of all monies received, deposited, and disbursed; to render financial statements at regular meetings or at any time upon request by the Board of Directors, and monies, books, papers, or other property of the Board.</p> <p>C. To give a good and sufficient fidelity bond, subject to the approval of the Board of Directors.</p>   |  | <p><b>VACANT</b></p> |
| <p><b>ASSISTANT TREASURER</b></p> <p>A. To assist the Treasurer in completing the responsibilities of the office of the Treasurer.</p>   |  | <p><b>VACANT</b></p> |
| <p><b>FINANCIAL SECRETARY</b></p> <p>A. To receive all monies of and for CAREB; to immediately record said monies upon the proper account book of CAREB, to issue the proper receipts therefore, and to turn the same over to the treasurer of CAREB.</p> <p>B. To give a good and sufficient fidelity bond, subject to the approval of the Board of Directors.</p>  |  | <p><b>VACANT</b></p> |
| <p><b>PARLIAMENTARIAN</b></p> <p>A. It shall be the duties of the Parliamentarian to be versed in the rules and usages of parliamentary law and shall serve as parliamentary advisor in and for all meetings and proceedings of the chapter. He/She shall be consulted by the presiding officer whenever an issue of procedure confronts the body. His/Her rulings and decisions shall be fair and impartial.</p> <p>B. To serve as chairman of the Bylaws Committee, and shall be well versed in the Constitution, Bylaws and policies of the chapter.</p> <p>C. It shall be the duties of the VP of Bylaws/Constitution/Code of Ethics to reviews and be completely familiar with the bylaws, constitution and code of ethics of national, state and local boards.</p> <p>D. To ensure chapter and chapter members are in compliance</p> |  | <p><b>VACANT</b></p> |

|  |  |               |
|--|--|---------------|
| <p>at all times.<br/> E. Make update to documents when changes are approved.<br/> F. Obtain the 501(c)6 and/or 501(c)3<br/> G. Coordinate and obtain grant opportunity for the chapter.</p>  |  |               |
| <p><b>SERGEANT-AT-ARMS</b><br/> A. The Sergeant-At-Arms assists the President and Chairman of the Board in preserving order at all meetings. At Annual meeting he/she shall be in charge of ushers and security. The Sergeant-At-Arms shall see that all furnishing are in proper order for each meeting.</p>  |  | <b>VACANT</b> |
| <p><b>CHAPLAIN</b><br/> A. It shall be the duties of the Chaplain to provide the spiritual tone for all gatherings of the Association. He/She leads invocations and benedictions where such as necessary at the opening and closing of meetings and at the Annual Meeting.<br/> B. During times of Benevolence and Grievance it is the duty of the Chaplain to extend sympathy, flowers and cards.<br/> C. Generate resolutions<br/> D. Coordinate student scholarship programs<br/> E. Submit updates to website coordinator.<br/> F. Chair Benevolence/grievance committee</p> |  | <b>VACANT</b> |
| <p><b>REGIONAL VICE PRESIDENT NORTHERN CA</b><br/> The Regional Vice President shall conduct one or more educational seminars yearly in the area represented, organize New boards in said regions, and work to increase the membership of the local boards in said regions.</p>  |  | <b>VACANT</b> |
| <p><b>REGIONAL VICE PRESIDENT NORTHERN CA</b><br/> The Regional Vice President shall conduct one or more educational seminars yearly in the area represented, organize New boards in said regions, and work to increase the membership of the local boards in said regions.</p>  |  | <b>VACANT</b> |
| <p><b>REGIONAL VICE PRESIDENT SOUTHERN CA</b><br/> The Regional Vice President shall conduct one or more educational seminars yearly in the area represented, organize New boards in said regions, and work to increase the membership of the local boards in said regions.</p>  |  | <b>VACANT</b> |

|   |  |                              |
|---|--|------------------------------|
| <p><b>REGIONAL VICE PRESIDENT SOUTHERN CA</b></p> <p>The Regional Vice President shall conduct one or more educational seminars yearly in the area represented, organize New boards in said regions, and work to increase the membership of the local boards in said regions.</p>   |  | <p><b>VACANT</b></p>         |
| <p><b>#1 DIRECTOR (Year 2 of 3 YEAR TERM)</b></p> <p>Duties of the board.</p> <p>A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.</p> <p>B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.</p> <p>C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.</p> <p>D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.</p> <p>E. To have the Association's records and books of account audited at least annually by a competent accountant.</p> <p>F. To cause to be issued to all members their certificates of membership and identification card.</p> <p>G. To perform all other necessary duties for the successful operation of the corporation.</p> |  | <p><b>Parisha Kinsey</b></p> |
| <p><b>#2 DIRECTOR (Year 2 of 3 YEAR TERM)</b></p> <p>Duties of the board.</p> <p>A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.</p> <p>B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.</p> <p>C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.</p> <p>D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.</p> <p>E. To have the Association's records and books of account audited at least annually by a competent accountant.</p> <p>F. To cause to be issued to all members their certificates of membership and identification card.</p> <p>G. To perform all other necessary duties for the successful</p>                               |  | <p><b>Letrice Barge</b></p>  |

|   |  |                              |
|---|--|------------------------------|
| <p>operation of the corporation.</p>  |  |                              |
| <p><b>#3 DIRECTOR (Year 2 of 3 YEAR TERM)</b><br/> Duties of the board.<br/> A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.<br/> B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.<br/> C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.<br/> D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.<br/> E. To have the Association's records and books of account audited at least annually by a competent accountant.<br/> F. To cause to be issued to all members their certificates of membership and identification card.<br/> G. To perform all other necessary duties for the successful operation of the corporation.</p> |  | <p><b>Keisha Mathews</b></p> |
| <p><b>#4 DIRECTOR (Year 3 of 3 YEAR TERM)</b><br/> Duties of the board.<br/> A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.<br/> B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.<br/> C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.<br/> D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.<br/> E. To have the Association's records and books of account audited at least annually by a competent accountant.<br/> F. To cause to be issued to all members their certificates of membership and identification card.<br/> G. To perform all other necessary duties for the successful operation of the corporation.</p> |  | <p><b>Kenny Session</b></p>  |

|   |  |                               |
|---|--|-------------------------------|
| <p><b>#5 DIRECTOR (Year 3 of 3 YEAR TERM)</b></p> <p>Duties of the board.</p> <p>A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.</p> <p>B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.</p> <p>C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.</p> <p>D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.</p> <p>E. To have the Association's records and books of account audited at least annually by a competent accountant.</p> <p>F. To cause to be issued to all members their certificates of membership and identification card.</p> <p>G. To perform all other necessary duties for the successful operation of the corporation.</p> |  | <p><b>Sharon Robinson</b></p> |
| <p><b>#6 DIRECTOR (Year 3 of 3 YEAR TERM)</b></p> <p>Duties of the board.</p> <p>A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.</p> <p>B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.</p> <p>C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.</p> <p>D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.</p> <p>E. To have the Association's records and books of account audited at least annually by a competent accountant.</p> <p>F. To cause to be issued to all members their certificates of membership and identification card.</p> <p>G. To perform all other necessary duties for the successful operation of the corporation.</p> |  | <p><b>Juan Lashley</b></p>    |

|   |  |                      |
|---|--|----------------------|
| <p><b>#7 DIRECTOR (3 YEAR TERM)</b></p> <p>Duties of the board.</p> <p>A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.</p> <p>B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.</p> <p>C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.</p> <p>D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.</p> <p>E. To have the Association's records and books of account audited at least annually by a competent accountant.</p> <p>F. To cause to be issued to all members their certificates of membership and identification card.</p> <p>G. To perform all other necessary duties for the successful operation of the corporation.</p> |  | <p><b>VACANT</b></p> |
| <p><b>#8 DIRECTOR (3 YEAR TERM)</b></p> <p>Duties of the board.</p> <p>A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.</p> <p>B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.</p> <p>C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.</p> <p>D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.</p> <p>E. To have the Association's records and books of account audited at least annually by a competent accountant.</p> <p>F. To cause to be issued to all members their certificates of membership and identification card.</p> <p>G. To perform all other necessary duties for the successful operation of the corporation.</p> |  | <p><b>VACANT</b></p> |



|   |  |                      |
|---|--|----------------------|
| <p><b>#9 DIRECTOR (3 YEAR TERM)</b></p> <p>Duties of the board.</p> <p>A. To meet immediately after annual elections and elect chairperson. All members of the Board of Directors except the President of the Association shall be eligible for candidates for the position of chairman.</p> <p>B. To meet periodically pursuant to provisions of the Bylaws and the exigencies of necessity.</p> <p>C. To hear and consider duly submitted resolutions pertaining to matters within the purview of the jurisdiction, scope, authority, or interest of the Association its Constitution Bylaws, or general policy. To then submit said resolutions to the membership with pertinent recommendations.</p> <p>D. To cause to be opened a commercial account in the name of the Association. The authorized signatures shall be those of the president, secretary, and treasurer. Two of the aforesaid three signatures shall be required to validate checks and the secretary shall sign in the absence of one of the above-named officers.</p> <p>E. To have the Association's records and books of account audited at least annually by a competent accountant.</p> <p>F. To cause to be issued to all members their certificates of membership and identification card.</p> <p>G. To perform all other necessary duties for the successful operation of the corporation.</p> |  | <p><b>VACANT</b></p> |
|---|--|----------------------|