



## 2020 CORFAC Committees

Participation is fundamental to increasing visibility and helping create and support the CORFAC network. CORFAC encourages all firms to be involved in committees. Any member can participate in a committee. Committee members are kept up-to-date on committee activities and invited to meetings. To join a committee contact CORFAC Headquarters.

The purpose of the committees is to help implement the CORFAC strategic plan. Each committee is assigned specific benchmarks from the strategic plan to implement. The following are the vision, mission, value and culture statements of CORFAC International.

### **Vision**

To be the leading entrepreneurial global network in commercial real estate that delivers specialized, client-focused solutions with the highest level of integrity.

### **Mission**

Optimize our global alliance of entrepreneurial independent firms that provide superior commercial real estate service for our clients, customers and member firms.

### **Value**

Our member firms collaborate to create the highest standard of client service while creating outstanding results and building relationships.

### **Culture**

We are about people, passion and a deep commitment to excellence in delivering value-added services for our clients, customers and member firms.

## **General CORFAC Committee Information**

- **Committee Size** – all committees, outside of the Executive, Budget, Nominating and Past-President’s, will have one appointed chair, one appointed vice-chair and 5 appointed voting members. All chairs and vice-chairs will be appointed for one-year terms by the CORFAC President and Vice-President. The chair and vice-chairs can be reappointed. Two of the appointed committee members will have staggered one-year terms and 3 of the appointed members will have staggered two-year terms. After the initial staggered terms, all future appointments will be two-year terms.
- **Committee Makeup** – as a guideline, not a requirement, it is suggested all committee appointments consider the following representation on their committees – international, next generation, diversity, regional, new firms, past-President’s, etc.
- **Committee Appointments** – the CORFAC President and Vice-President work together to appoint the chair and vice-chair. The chair and vice-chair will work with staff to identify committee members.
- **Committee Chairs** – all chairs are strongly encouraged to attend the CORFAC Executive Committee meetings at the fall and spring conference and report on committee activity. The chairs will not be formal members of the Executive Committee.

## **2020 CORFAC Committees**

### **Affiliation Development**

Chair: Scott Hensley, CCIM, SIOR, Piedmont Properties of the Carolinas/CORFAC International

Charge: Attract new affiliate firms and foster retention of current firms.

Meetings: Twice annually at CORFAC Spring and Fall Conference. Hold conference calls and webinars as needed.

Other: Prepare quarterly reports of target markets/potential candidates for new CORFAC firms in cooperation with the International and Executive Committees. This information coordination will benefit each committee in recruitment efforts in knowing where CORFAC expansion is occurring both domestically and internationally.

### **Communications**

Chair: Frank Schulz, SIOR, The Klabin Company/CORFAC International

Charge: Enhance awareness of the organization by such corporations and other entities who might utilize the services of the firms and its affiliates through several forms of communications, public relations, advertising, thought leadership, branding, video and social media. Identify staff/agents of our member firms and potential new member firms as parties we are targeting for enhanced awareness.

Meetings: Twice annually at CORFAC Spring and Fall Conference. Hold conference calls and webinars as needed.

## **Conference**

Chair: Greg Ellis, CCIM, Patterson-Woods Commercial Properties/CORFAC International

Charge: Identify dates and locations of future conferences and plan the conference schedule and social events.

Meetings: Hold conference calls and webinars as needed.

## **International**

Chair: Charlie Thompson, Farebrother/CORFAC International

Charge: Monitor and assess ongoing relationships with international affiliates, promote international communication and referrals, membership growth and brand awareness.

Meetings: Twice annually at CORFAC Spring and Fall Conference. Hold conference calls and webinars as needed.

Other: Prepare quarterly reports of target markets/potential candidates for new CORFAC firms in cooperation with the Affiliation Development and Executive Committees. This information coordination will benefit each committee in recruitment efforts in knowing where CORFAC expansion is occurring both domestically and internationally.

## **Next Generation**

Chair: Tyler Rollema, The Klabin Company/CORFAC International

Charge: Provide guidance and direction to develop Next Generation brokers via conference programs, webinars, conference calls and recruiting and promote Next Generation involvement in CORFAC.

Meetings: Twice annually at CORFAC Spring and Fall Conference. Hold conference calls and webinars as needed.

## **Professional Development**

Chair: Phil Crane, CCIM, Providence Commercial Real Estate Services/CORFAC International

Charge: Identify topics for educational programming for the conferences, webinars, specialty calls, etc.

Meetings: Twice annually at CORFAC Spring and Fall Conference. Hold conference calls and webinars as needed.

## **Technology**

Chair: To Be Determined

Charge: Enhance the awareness and use of current technology and the CORFAC website.

Meetings: Hold conference calls and webinars as needed.

## **Transactions/Business Development**

Chair: David Boyd, CCIM, SIOR, Boyd Commercial Real Estate/CORFAC International

Charge: Foster exchange of information and business amongst CORFAC firms and identify programs, services and resources to accomplish increased joint, new or expanded business development pitches, and increased firm-to-firm

referrals.

Meetings: Hold conference calls and webinars as needed.

Participation in the following committees is by nomination, election, appointment or position held in CORFAC:

### **Budget**

Chair: L. Mason Capitani, SIOR, CORFAC Treasurer, L. Mason Capitani Inc./CORFAC International

Charge: Consult with the President, Executive Committee and Executive Director on the annual budget, monthly financial reports and prepare recommendations for the Executive Committee and Board of Directors.

Meetings: Hold conference calls and webinars as needed.

### **Executive**

Chair: Alan Joel, CCIM, CORFAC President, Joel and Grant Real Estate/CORFAC International

Charge: Acts for the Board upon request.

Meetings: Twice annually at CORFAC Spring and Fall Conference. Hold conference calls and webinars as needed.

Committee Structure: Comprised of the President (1 year term), Vice President, (1 year term), Past President (1 year term), Secretary (1 year term), Treasurer (1 year term) and 4 Members at Large (1 year term). 2 of the at-large members are appointed by the President and 2 are recommended by the Nominating Committee and elected by the Board of Directors.

### **Nominating**

Chair: Sim Doughtie, CCIM, MCR, SIOR, SLCR, King Industrial Realty, Inc./CORFAC International

Charge: Evaluate qualifications of prospective candidates for Executive Committee, invites and receives suggestions for nominees and proposes slate of nominees for election.

Meetings: Hold conference calls as needed.

Committee Structure: Comprised of the 3 most immediate CORFAC Past-Presidents and 2 members selected by the Executive Committee from among firms not currently serving on the Executive Committee. The most senior Past-President will be chair of the Nominating Committee.

### **Past-Presidents**

Chair: Sim Doughtie, CCIM, MCR, SIOR, SLCR, King Industrial Realty, Inc./CORFAC International

Charge: Undertake responsibilities as assigned by the Board of Directors to provide CORFAC with advice and expertise as needed. Recommends topics and speakers for the Principals Caucus at the spring and fall conferences.

Meetings: Twice annually at CORFAC Spring and Fall Conference. Hold conference calls as needed.

Committee Structure: Comprised of all Past-Presidents.

**Standards of Excellence**

Chair: Joe Latina, Patterson-Woods Commercial Properties/CORFAC International

Charge: Supports implementation of the CORFAC strategic plan. Emphasis on accountability and recognition of firms and personnel in fulfilling each firm's charter of commitments regarding Board of Director's representation, conference participation, committee involvement, branding consistency, referral activity, transaction and firm data reporting and professional conduct. Oversees the Standards of Excellence Awards.

Meetings: Twice annually at CORFAC Spring and Fall Conference. Hold conference calls as needed.

Committee Structure: CORFAC Vice President is the chair and the CORFAC Treasurer is vice chair.