



2017 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, Finance, Nominating, Past-President's and Transactions Committee, 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 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.

2017 CORFAC Committees

Affiliation Development

Chair: Mark A Bingman, MCR, Rector Phillips Morse, Inc/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 International and Executive Committee. This information coordination will benefit each committee in recruitment efforts in knowing where CORFAC expansion is occurring both domestically and internationally.

Communications

Chair: Alan Joel, CCIM, Joel and Granot Real Estate/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 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: Susan Singer, Bradford Commercial Real Estate Services/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: Renee Betzelos, ProTen Realty Group/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 Affiliation Development and Executive Committee. This information coordination will benefit each committee in recruitment efforts in knowing where CORFAC expansion is occurring both domestically and internationally.

Next Generation

Chair: Cole Sweatt, TRI Commercial/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: Mason Capitani, L. Mason Capitani Inc/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: Phill Tomlinson, Commercial Properties Inc/CORFAC International

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: Steve Lane, Voit Real Estate Services/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

Committee Structure: Comprised of the Chair (1 year term), vice-chair (1 year term) and at least one representative of each firm in the U.S., Canada and three international representatives for Asia, Europe and Latin America.

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

Budget

Chair: Andy Jaffe, CORFAC Treasurer, Commercial Properties, 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: G. Raymond Lyons, CCIM, MRICS, SIOR, CORFAC President, Thomas L. Johnson Realty/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: John Homsher, CCIM, CORFAC Past-President, Podolsky Circle/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 and webinars 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: John Homsher, CCIM, CORFAC Past-President, Podolsky Circle/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 and webinars as needed.
Committee Structure: Comprised of all Past-Presidents

Standards of Excellence

Chair: Lou Suski, Vice-President, Rector Phillips Morse/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 and webinars as needed.
Committee Structure: CORFAC Vice-President is the chair and the CORFAC Treasurer is vice-chair. There are 5 appointed voting committee members. Two of the appointed committee members will have staggered one-year terms and 3 of the appointed committee members will have staggered two-year terms. After the initial staggered terms, all future appointments will be two-year terms.