

In the Know....

June 20, 2023

*Northeastern Indiana Association of
Realtors BOD and MLS BOD Leadership*

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Dawn Miller, President
4dawnmiller@gmail.com
260-367-1778
Mark Hansbarger, Immediate Past-President
mark@hansbarger.com
260-316-3192
Patty Seutter, President Elect
pattys@c21bradley.com
260-302-1899
Jennifer Streich, Secretary/Treasurer
jstreich@hoslerrealty.com
260-302-5200



Board of Directors

Kay Kunce
Shala Cook-Hoover
Leyth Al-Mohammedawi
Dani Rittermeyer

*For Association or MLS comments, concerns,
or complaints, please contact one of your BOD
members. They will be happy to assist you.*

2023 MLS BOARD OF DIRECTORS

Mark Hansbarger-President
mark@hansbarger.com
260-316-3192

Shala Cook-Hoover-Secretary
shalacook@hotmail.com
260-463-1111

Dawn Miller
4dawnmiller@gmail.com
260-367-1778

Patty Seutter
pattys@c21bradley.com
260-302-1899

Jennifer Streich
jstreich@hoslerrealty.com
260-302-5200

Michele Guin
micheleg@c21bradley.com
260-579-7316

Dominic Jackson
djackson@hoslerrealty.com
260-446-7650

Dani Rittermeyer
dani@alwaysre.com
260-499-1334

2023

**MLS Board of
Directors**

Mark Hansbarger
Dawn Miller
Shala Cook-Hoover
Patty Seutter
Jennifer Streich
Michele Guin
Dominic Jackson
Dani Rittermeyer

QUOTE OF THE WEEK

"America is another name for opportunity."

- Ralph Waldo Emerson



MARK YOUR CALENDAR

June 20 – Sentrilock mobile app security feature enabled. More information on page 11.

June 30 – 12 Hour C/E class deadline.

June 30 – License Renewal deadline.

July 4 – Happy 4th of July! Board Office Closed.

July 13 – BOD Meeting 9:00 a.m. at the Board Office.

July 13 – MLS BOD Meeting 10:15 a.m. at the Board Office.

MEMBER NEWS:

A Message from NAR

During the May Legislative meetings in Washington D.C., NAR approved that the annual dues payment will be adjusted from \$150.00 to \$156.00 and will be implemented for the 2024 dues billing cycle.

LICENSE RENEWAL INFORMATION:

Please check your emails! IPLA sent your renewal information via email on March 30.

You must have all 3 years of your C/E completed before you can renew!

If you still need to take your C/E or if you need previous courses, you can complete those classes online thru RECP. The deadline to renew is June 30, 2023.



Our deepest condolences to Dawn Miller of Lakeland Realty on the passing of her husband Chuck Miller.



[Obituary information for Charles R. "Chuck" Miller](https://www.fruripmayfuneralhome.com/obituaries/Charles-R-Chuck-Miller?obId=28134534)
<https://www.fruripmayfuneralhome.com/obituaries/Charles-R-Chuck-Miller?obId=28134534>

A Celebration of Life will take place on Sunday, July 9, 2023, from 1 p.m. – 3 p.m. at the LaGrange American Legion Post #215, 100 Industrial Parkway, LaGrange, IN 46761, with a Masonic Service at 2:45 p.m.

New Member-

Heath Brunton – Indiana Land and Lifestyle
Joyce Carroll – Hoosierland Realty
Emily Varnau – Century 21-Kendallville
Kody Buell – Fred Beck and Associates

New Affiliate Member-

Community State Bank – Doug Hanes

Retiring-

David Hardiek – K.W. Anchor Realty

Referral-

Amy Heavin – Coldwell Banker Angola



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Eric Smothermon
260.609.4622
esmothermon@trfcu.org
NMLS# 586065

3 RIVERS NMLS# 556303

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CLOSE IN DAYS NOT WEEKS! | MORTGAGES IN A SNAP!

TOP 1% MORTGAGE ORIGINATORS In America 2020 2021 2022

Steve Hostetter
NMLS#454458
260.403.8642

Bailey & Wood
MORTGAGE LENDER

Bailey & Wood
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CLOSE IN DAYS NOT WEEKS!

TOP 1% MORTGAGE ORIGINATORS In America 2021 2022

Paul Lang
NMLS# 10122707 IN: 260002
260.905.6689



NORTHEASTERN
INDIANA
ASSOCIATION
OF REALTORS®



NATIONAL
ASSOCIATION OF
REALTORS®



The Northeastern Indiana Association of Realtors® Board is pleased to announce that Mark Bock has been approved to be inducted to the prestigious National Realtor® Emeritus membership program.

Mark has displayed great dedication to the Realtor® Brand to achieve this honor while advocating for not only our members but all Realtors® all over the world. Please join us in congratulating Mark and thanking him for his efforts! We are proud that you are a part of our Realtor® Family!

PLEASE TAKE A MOMENT TO COMPLETE THIS VERY IMPORTANT FEATURE.

If you do not choose a phone number or email address, your listings that display on other office's websites **WILL NOT** have any contact information.



Attention Managing Brokers!
Now You Can select YOUR email or phone number to display on IDX listings!

Effective September 1st, NAR's Broker Attribution Policy requires the display of the Listing Office Name and the email or phone number provided by the MLS Participant to display on IDX listings. IRMLS also requires the name of Listing Agent. In order to comply with this policy, Black Knight recently updated Paragon to allow Managing Brokers to select a phone number or email for display on their IDX listings. However, in order for a specific phone number or email to display, the Managing Broker must take **ACTION**.

Black Knight is not allowed to select a specific contact on behalf of the Broker so the system is set to "No Value selected". Managing Brokers must log into Paragon and follow the directions below to select their contact preferences for IDX display.

Log into Paragon > select Preferences > System Preferences > IDX/Vow Contact Info. A dropdown has been added labeled "Attribution Contact" that includes the following options:

- No value selected
- Agent Preferred Phone
- Agent Email
- Office Broker Preferred Phone
- Office Phone #1
- Office Phone #2
- Office Email

If a Managing Broker is assigned to multiple offices, each office will appear with a separate dropdown so the Managing Broker can select a specific contact for each office.

We are happy to answer any questions.

✓ System Preferences

- Market Monitor Filter
- Search Options
- Result Options
- User Interface
- Contact Manager
- Time Zone
- Calendar
- IDX / VOW Contact Info**
- > Report Views
- > Email
- > Collab Center
- > Tax Reports

IDX / VOW CONTACT INFO

Save

As a broker, select the appropriate email or phone number to display as the Attribution Contact on your office's listings in IDX and VOW data feeds.

Attribution Contact:

No Value Selected

- No Value Selected
- Agent Preferred Phone
- Agent Email
- Office Broker Preferred Phone - Office
- Office Phone #1 - Office:
- Office Phone #2 - Office:
- Office Email -



TIME IS RUNNING OUT!!!

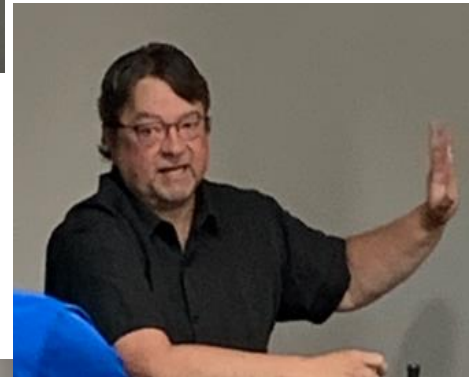
C/E and License Renewal deadline is JUNE 30, 2023. You must have your C/E completed before you can renew your license with IPLA. **(YES, ORDER MATTERS!)** You can complete your free class online by logging into <https://recp.org/>.

You can complete your License Renewal thru the email that was sent to you from IPLA on March 30. If you did not receive an email, contact IPLA at 317-232-2960. Remember, if you do not renew by the deadline or if the process was completed in the wrong order, you could be subject to a fine or disciplinary action.



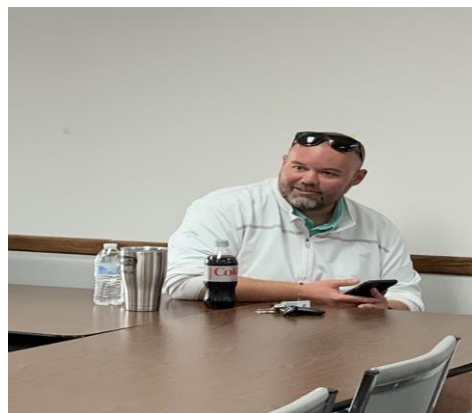


*June Lunch-n-Learn
with Hosler Appraisal*



Thank you Michelle Clayton with Geneva Financial for sponsoring and providing lunch at our June Lunch-n-Learn!

Kyle and John with Hosler gave us great information on GLA measurements and new ANSI standards. Thanks guys!!





A chance to change someone's life in one day!

Please consider volunteering for one or all of these worthy projects. Contact the board office if you would like to sign up for one of these dates! We love to send groups as well! As always, Habitat will provide coffee, water, breakfast snacks and lunch. Habitat will provide the tools and their amazing project managers, so we just need to see your smiling faces! All projects begin at 9 am, and we are usually finished by 2-3p.m.

June 9	-Friday	900 Autumn Hills Dr. #20 - Avilla
June 30	- Friday	502 Red Oak Dr., Kendallville
July 8	- Saturday	52E Edgewater Dr., Garrett
July 15	-Saturday	83N Music Dr., Garrett
July 21	-Friday	1889 Rochester Rd., Ligonier



ATTENTION AGENTS - COURTESY REMINDER

The association has been asked to remind our membership that the subdivision of Oak Shores in Rome City, Noble County, **IS** under the restrictions and covenants of an active Home Owner's Association. All prospective buyers and sellers must be made aware of this. Their HOA has asked us to provide our members with the relevant documents and contacts needed for transactions there. A copy of the documents can be found on the MLS docs section in the NEIAOR folder under "Home Owner Assoc. Documents".

****Be aware any and all documents are subject to changes so agents should exercise due diligence in verifying current info and contacts.****

Any questions about the Oak Shores Home Owners Assoc. should be directed to the contact info provided.

'Master suite': Why the language in listings matters

Discussions over the past few years have highlighted the potentially insensitive connotations associated with this once-common term in property descriptions.

Full Story: [REALTOR® Magazine/The Lounge](#)

SUGGESTED STANDARDS FOR REALTOR OF THE YEAR (ROY) AWARD

1. **REALTOR® SPIRIT:** High principles of integrity, adherence to the REALTOR® Code of Ethics, and furtherance of the principles of good real estate practice among brokers, agents, and the general public
2. **CIVIC ACTIVITY:** Local, state, and national level participation in civic and service clubs, charitable activities, political commissions, or fraternal or religious groups
3. **BUSINESS ACCOMPLISHMENTS:** Public recognition of business conduct, service to clients, imaginative and creative advertising programs, rehabilitation work, land utilization, etc.
4. **LOCAL ASSOCIATION/BOARD ACTIVITY:** Local offices held and committee work, special assignments, seminar activity and educational work, membership, and offices held in local chapters of Institutes, Societies, and Councils
5. **STATE ASSOCIATION ACTIVITY:** State offices held and committee work, attendance and participation in state conventions, director's meetings, and educational conferences.
6. **NATIONAL ASSOCIATION ACTIVITY:** National offices and committee work, membership, and work in Institutes, Societies, and Councils, attendance at national conventions and directors' meetings

Deadline

Applications open June 1, 2023

Applications due by 6 p.m. ET July 1, 2023

Please contact a board member if you have someone you would like to nominate for Realtor of the Year.

Board Members:

Dawn Miller 260-367-1778

Shala Cook-Hoover 260-463-1111

Patty Seutter 260-302-1899

Leyth Al-Mohammedawi 260-403-8315

Jennifer Streich 260-302-5200

Dani Rittermeyer 260-499-1334

Mark Hansbarger 260-316-3192

Kay Kunce 260-316-1422





NEW WORDS/PHRASES ADDED TO LIST DIV

It is the start of the busy "listing" season and we are seeing an uptick in Active Listings flagged using the No showing phrase in the remarks field. We are also seeing words/phrases like No Viewings/No Access being used. These words/phrases are not in line with data integrity and were recently added to the ListDiv words list. Please remember active listings entered into the MLS must be available for immediate showings. If you need delayed showing listings, they can be entered into the Listed Coming Soon status for up to 21 days. If the seller exceeds the 21 days, the listing can be placed in temp off market. As a reminder, LCS listings are included in the IDX/VOW and syndication data feeds, however, it is up to the client and/or vendor to decide if the LCS status is displayed.

PLEASE CHECK YOUR EMAIL AND MAKE SURE TO WHITELIST ALL EMAILS COMING FROM THE LISTDIV SYSTEM AND NORTHEASTERN BOARD OFFICE. THANK YOU FOR MAKING SURE YOU ARE GETTING THE IMPORTANT INFORMATION YOU NEED!



News from IRMLS & Black Knight



Zillow Residential Lease Syndication – IRMLS recently entered into a syndication agreement with Zillow for the display of RESIDENTIAL LEASE Listings ONLY. **Managing Brokers** – you can syndicate your Resi Lease listings by using Clareity Connect – available in the Broker Container of the Clareity dashboard. The Clareity Connect guide has been updated. Click below to see the guide. Select the Clareity Connect icon which takes you to the Zillow Tile – Once you click on the Zillow tile; a request to syndicate will be sent to Zillow and Zillow will process the request within 24 to 48 hrs; You can use the Zillow dashboard to manage your syndication to Zillow.



1. Managing Broker
Syndication Clareity

Broken Photo Links – Black Knight is still working to resolve the broken photo links that occasionally happen when a listing is converted from a partial to an active listing. The only way to resolve the broken links is to re-upload the photos. Broken links can be identified by viewing the Listing using the All Fields Detail report.





SentriLock is enabling an important security feature for the SentriKey® mobile app in late June. This change will provide a higher level of protection against unauthorized access to your lockboxes or mobile app.

What does this mean for agents?

Beginning in late June, if users of the SentriKey® mobile app input an invalid PIN more than three times they will be temporarily locked out of their account for a few minutes. To avoid being locked out, after the third attempt, users will be directed to reset their PIN in the app or call SentriLock support for assistance.

What is a simple solution?

To avoid invalid PIN lockouts, we recommend that users enable biometrics (Touch ID or Face ID) in the SentriKey® mobile app. For information on how to do this, please see our [mobile phone guide](#).

What if an agent has forgotten their PIN?

A user can reset their PIN in the SentriKey® mobile app or on the SentriKey® website, using their security questions. If an agent has been locked out, SentriLock support will be able to assist in resetting their PIN.

**ASSURANCE
TITLE
COMPANY**



Upcoming Paragon Training for June 2023

Click on "Register" to see a full description of each class.

Listing Input & Maintenance | Friday, June 23rd | 1 p.m. CT [REGISTER >>](#)

Members - Agents & Offices | Friday, June 30th | 1 p.m. CT [REGISTER >>](#)

My Content - Listing Carts & Property Watch | Monday, July 3rd | 1 p.m. CT [REGISTER >>](#)



Educate consumers about REALTOR® value and how local MLS broker marketplaces work to promote equity, transparency and market-driven pricing options for consumers. See articles in the links below.

[RealTrends](#)

[REALTOR® Magazine](#)

INDIANA ASSOCIATION OF REALTORS®

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The License Renewal Window is Open!

Read carefully (and complete your CE) before licking that stamp or hitting send:

Last Thursday, all real estate licensees received official notification from the Professional Licensing Agency that renewal applications for another three-year cycle can be submitted by mail or online by June 30th, 2023.

Online renewal is available at www.mylicense.in.gov (processing fees may apply); the standard renewal fee is \$60 (and there's a \$50 late fee for submissions after 11:59PM on the 30th).

A few tips and reminders on the renewal process and Continuing Education requirements:

- If you didn't get the e-mail notice, check your spam folder first and make sure PLA has an updated e-mail address (account updates can be made online [here](#)).
- June 30th is also the CE deadline for Indiana's annual twelve-hour real estate CE requirement (which begins for all brokers two years after they initially earn their real estate license).
- The deadlines are the same but the order matters: All three years of CE for the renewal cycle (36 hours) **must be completed before applying for renewal.**
- The final question on the license application reads, "Have you completed the required continuing education to renew?" – not completing CE or

applying for renewal before finishing CE hours risks a fine, license suspension or other disciplinary action from the PLA.

- Remember that IAR provides twelve hours of CE each year as a member benefit through our Real Estate Certification Program (RECP) online and on-demand at [RECP.org](https://www.recp.org).
- If brokers missed CE hours from previous years in the cycle, they should work to catch up on total hours to minimize any potential sanction from a PLA audit; RECP courses from previous years can be accessed for a nominal reactivation fee.
- **And if you need help, we're here – call the RECP helpline at 800-742-4067 or drop up a line at info@recp.org.**

Speaking of help: The PLA notification didn't address issues unique to new brokers (less than two years in the business) – **here's some clarification.**

- There are no CE hours required for the first two years after earning a license, to focus on completing the 30-hour post-licensing course requirement during that time.
- Everyone must renew their license, but brokers heading into their first renewal may not have any CE required (or may only need to complete the current 12-hour requirement).
- New brokers should answer "YES" to the final question ("Have you completed the required continuing education to renew?") if they are still in the two-year period for completing the Post Licensing course before annual CE requirements begin.



No-Cost Broker Continuing Education

An Indiana Association of REALTORS® Member Benefit



Courses available July 2022 – June 2023; Curriculum developed by Real Estate Certification Program

Don't Be an April Fool: Finish your CE before license renewal season

The renewal window for Indiana real estate licenses opens in April (90 days before the June 30th deadline) and it's natural to want to get the jump on the application process.

But don't start thinking about the Sweet Sixteen before making it out of the second round – **brokers must complete all required Continuing Education for the three-year licensing cycle – 36 hours of CE total – before submitting their license renewal application.**

Don't press your luck when it comes to your license status. Brokers who are audited and found to have filed for renewal without wrapping up their CE (including the current 12 hours also due by June 30th) risk a fine and/or license suspension by the Professional Licensing Agency.

This year's Final Four tips off on Saturday, April 1st, so think of it this way – you have the rest of college basketball season to get the jump on any outstanding CE before you need to even start thinking about your license (and again, you have another three months to actually wrap up your requirements and submit your renewal by June 30th).

Don't delay: Brokers are required to complete all CE before license renewal – good intentions don't count. Submitting your renewal before finishing your CE hours risks a fine or other disciplinary action.

Here's a quick checklist for winning the renewal season:

- **Don't start the renewal process until you get the official green light:** *Renewals can't be filed until 90 days before the June 30th deadline, and PLA won't accept applications until the 'renewal window' officially opens. (In the meantime, make sure PLA has an active and up-to-date e-mail so you don't miss updates.)*
- **Complete all required Continuing Education before submitting your** *Yeah, we're going to keep repeating this point.*

- **Remember – REALTORS® have access to member-benefit CE (online and on-demand) through RECP:** IAR offers member-benefit CE through our Real Estate Certification Program (RECP) at [RECP.org](https://recp.org).
- Access high-quality content from industry experts that meets CE and other professional requirements (like NAR's Code of Ethics course), delivered online and on-demand for maximum flexibility and convenience. Best of all – it's already included in your membership.
- **RECP also offers a download guarantee to confirm your CE completion:** You can also prepare for license renewal by gathering documentation for your completed courses – if you use RECP, our team guarantees easy download of your course certificates! (And dedicated support at our help desk - 1-800-742-4067 – or info@recp.org.)
- **You can play catch up:** CE must be completed on schedule, so brokers who missed hours in the 2020-2021 or 2021-2022 cycles are technically out of compliance. But brokers who complete the total 36 hours – even if some are late and pushed into the wrong year – often only face a fine and not a license suspension. (Previous courses can be accessed through RECP for a nominal fee.)
- **If it's your first license renewal, read this:** Your annual CE requirement doesn't kick in for two years (because you should be focused on completing your 30-hour post-licensing course). So double-check the issue date of your license – you likely don't have CE to complete before the June 30th deadline, or you may only need to complete the current twelve hours.

More questions? E-mail our team at info@RECP.org or give us a call at 1-800-742-4067.

START/CONTINUE NO-COST CE

Donate to win - minimum of \$50 required to enter
Participants can win a custom motorcycle with both the NAR and *Riding with the Brand* campaign themes. Members (anyone with an active REALTORS® M1 number) will have the opportunity to participate in a nationwide sweepstakes for this grand prize. All proceeds raised will funnel directly to the REALTORS® Relief Foundation, which helps U.S. communities rebuild and recover after natural disasters and other destructive events. Go to nar.realtor/riding to enter.

****Winner will be announced during the General Session during NAR NXT on November 16th, 2023.**

