

**Minutes of the
Forms Committee
Eastern Connecticut Association of REALTORS®, Inc.
August 1, 2018**

Present: Thomas Sheldon, Susy Hurlbert, Anthony Florenzano, Lucien LaLiberty, Alan Messier, Masha Robarts, and Paula Turley.,

Absent: Gillian Avin, Brad Currier, Rose Eapen, Kirk Hagert, Amanda Lewis, and Shelita Petersen.

Chair Sheldon called the meeting to order at 9:15 A.M.

1. Call to order
2. Lacking a quorum, the minutes of July 11, 2018 were tabled until next meeting, per exhibit.
3. Correspondence
 - a. Confirmation of Representation of Buyer was revised, at the recommendation of the Board of Directors, per exhibit. Susy will send the proposed revisions to the Forms Committee for a vote.
4. Old Business
 - a. Addendum For "Back-Up" Purchase and Sale Agreement was tabled until next meeting, per exhibit.
 - b. Request For Confirmation Of Offer Submittal To Seller was tabled until next meeting, per exhibit.
 - c. Termination of Purchase and Sale Agreement was tabled until next meeting, per exhibit.
5. Other business
 - a. Reviewed and discussed revisions to the P & S Agreement, per exhibit. Revisions to be continued at next meeting.
6. Future Business
 - a. Listing Agreement Revisions
 - b. Buyer Representation Agreement Revisions
 - c. Land P & S
 - i. Add Time to Accept Paragraph

The next meeting will be on **Tuesday, August 4**, 2018 at 9:15 A.M.

There being no other business, the meeting adjourned at 11:20 A.M.

Respectfully submitted,

Susy Hurlbert
Chief Executive Officer