

**KANSAS REALTORS®, INC.**  
**AWARDS COMMITTEE**  
**STATEMENT OF ORGANIZATION AND PROCEDURE**  
*Approved by Executive Committee- 4/15/2026*

**COMPOSITION:**

The Committee shall consist of thirteen (13) members, including the chair. The KR President shall appoint the committee which shall consist of three (3) past recipients of the Distinguished Service Award; three (3) past recipients of the REALTOR® of the Year award; three (3) past recipients of the Salesperson of the Year award, (1) previous year's KR Good Neighbor Award recipient, plus three (3) additional at-large members including the current President of the Association, who shall serve as chair. The chair shall not vote, except to break a tie. Each member, except the GNA Recipient and KR President, will serve (3) three-year staggered terms with no more than (2) two consecutive terms, with the GNA Recipient and KR President serving (1) one-year terms.

**PURPOSE:**

1. The Committee is charged with the responsibility of annually selecting one recipient for the REALTOR® of the Year Award, and one recipient for the Salesperson of the Year Award.
2. The Committee is charged with considering nominations for the Distinguished Service Award. When exemplary candidates are presented, the Committee may select one recipient for the award.
3. The Committee is charged with considering nominations for the KR Good Neighbor Award. When exemplary candidates are presented, the Committee may select (1) one recipient for the award and up to (3) three "Honorable Mention" recipients.

**MEETINGS:**

1. The Committee shall meet at a scheduled time and date set by the Chair.
2. A quorum to act shall be eight (8) voting members plus the Chair.
3. In the event the President is unable to attend the meeting as Chair, he/she shall appoint a member of the committee as Acting Chair. The Acting Chair shall vote only to break a tie.
4. Nominations for awards will be sought from Boards and Individuals. Member Board Representatives and Local AEs will be asked to solicit nominations from their area in order to obtain a diversified list of nominations.
5. Candidates may be told they are being nominated and asked for assistance when filling out background information. The names of all candidates will not be publicly announced.

6. The Awards Committee will receive the names and nomination forms for candidates prior to their meeting to determine award winners. The Awards Committee members may make nominations from the floor of the Committee meeting if all nomination forms have been completed in advance of the meeting.
7. Nominations for awards will be considered for only one year. If a Board or Individual would like the nominee considered in subsequent years, a nomination form must be completed again and resubmitted.
8. The Awards Committee may make a recommendation to the KR Executive Committee concerning the KR nomination for the NATIONAL ASSOCIATION OF REALTORS® Distinguished Service Award.