

**BUILDING OFFICIALS ASSOCIATION OF TEXAS**

**GENERAL BUSINESS MEETING**

**February 26, 2010**

**Ambassador Hotel, Amarillo**

The meeting was called to order by President Scott McDonald at 9:00 a.m. Secretary James Stewart certified that a quorum was present.

**NEW BUSINESS**

**AGENDA ITEM 1 –** Approval of Minutes of February 27, 2009, Business Meeting

A motion was made for approval of the minutes. The motion was seconded, and the motion was approved unanimously.

**AGENDA ITEM 2 –** Financial Report/Budget Committee Report

A motion was made to approve the Financial and Budget Committee reports. The motion was seconded, and the motion carried unanimously.

**AGENDA ITEM 3 –** Committee Reports

a) Awards and Scholarships

Lawrence Crow updated the membership on award and scholarship activities. He congratulated all award and scholarship winners.

b) BPI

Paul Ward updated the members on HBPI and BPI Arlington activities.

c) Code Development

President McDonald updated the members on BOAT activities at the state and national levels.

d) Membership/Promotions/Development

Chris Haver provided an update on committee activities.

e) Legislative

Randy Childers spoke briefly about legislative activities and processes.

**AGENDA ITEM 4 –** Nominating Committee Report

Ravi Shah provided the Nominating Committee report and presented the committee’s recommendations for BOAT Officers. The recommendations are as follows:

President – Scott McDonald – 1-Year Term

Vice President – Lawrence Crow – 1-Year Term

Secretary – Kurt Kasson – 2-Year Term

Director at Large – Bruce Braley – 2-Year Term

Director at Large – Earl Abbott – 1-Year Term

TML Representative – Jim Olk – 2-Year Term

Mr. Shah thanked the members of the Nominating Committee for their service.

**AGENDA ITEM 5 –** Officer Election

A motion was made to approve the Nominating Committee’s recommendation for BOAT Officers. The motion was seconded, and the motion carried unanimously.

**AGENDA ITEM 6 –** Installation of Officers

ICC CEO Rick Weiland administered the Oath of Office to the newly elected Board members.

**AGENDA ITEM 7 –** ICC Update from Mark Roberts

Mark Roberts provided an update of ICC activities to the BOAT membership. He spoke of changes to the Code Development Cycle and provided information on Final Action Hearing dates and locations. Mr. Roberts also updated the members on ICC chapter activities, chapter benefits, and changes to the ICC Web site. Mr. Roberts asked if BOAT could share its member database with ICC.

**AGENDA ITEM 8 –** Approval of Resolutions

There were no resolutions at this time.

**AGENDA ITEM 9 –** Future Meeting Sites

2011 Mid-Year Meeting – Round Rock

BOAT Board Meeting – Arlington During BPI

2012 Mid-Year Meeting – To Be Determined

**AGENDA ITEM 10 –** Other Business

President Scott McDonald thanked all the meeting and event sponsors for their help and support. He also thanked all the individuals responsible for making the 2010 Mid-Year Meeting a success.

President McDonald presented an update on the Target Plan Review Project.

**AGENDA ITEM 11 –** Adjournment

With no further business, the meeting was adjourned at 9:46 a.m.

Submitted by

James A. Stewart, CBO, BOAT Secretary

**BUILDING OFFICIALS ASSOCIATION OF TEXAS**

**BOARD OF DIRECTORS MEETING**

**May 26, 2010 ~ 10:00 a.m.**

**University of Texas at Arlington**

Those in attendance were:

Scott McDonald – President

Lawrence Crow – Vice President

Kurt Kasson – Secretary

Ravi Shah – Immediate Past President

Jim Olk—Immediate Past President

John Brown – Director at Large

Chris Haver – Director at Large

Bruce Bailey – Director at Large

Earl Abbott – Director at Large

Ravi Shah – ICC

Randy Childers – TML Representative

Van Tran – Director at Large

President McDonald opened the meeting, welcomed all participants, and asked if there were any additional agenda items to be considered.

It was a fact that all Board members were present.

Ravi spoke about swearing in the officers of the Valley Building Officials Association. Their chapter was founded 51 years ago, and they still have the original active member, “Rondo,��? who is approximately 90 years old.

**Agenda Item 1** – Approval of Minutes from the February 23, 2010, meeting in Amarillo

President McDonald asked for a motion to approve the minutes from the February 23, 2010, meeting in Amarillo. Jim Olk made the motion to approve, which was seconded by Ravi Shah. The motion carried unanimously.

**Agenda Item 2** – Financial Report.

The Financial Report was discussed and shown to the Board. No motion was needed.

**Agenda Item 3 and 4** – Houston BPI Seed Money/BPI Seed Money

There was a long discussion on this matter. Jim talked about the roving BPI, having seed money, and possibly setting a dollar amount for the Houston BPI. We also discussed having a separate credit card or account for expenses instead of using personal credit cards.

We discussed Hewitt BPI, which is growing and partnering with communities. Chris volunteered to travel with the seminars in his area. Ravi discussed the possibility of having different names for the seminars instead of BPI. We need our own branding for BOAT.

We discussed having two different tracks, and one to two days of training for the mini seminars. We discussed having a separate account for expenses for training seminars. We discussed creating a position, possibly treasurer, that would oversee the petty cash spending and costs.

We talked about creating an Ambassador Committee to give the personal touch instead of a chapter member during the training sessions as a way to promote BOAT. We would create talking points, questions and answers, information on BOAT, support of BOAT, and so on.

A motion was made by Jim Olk to stop Houston seed money, and it was seconded by Randy Childers. The motion passed. A motion was made by Jim Olk to maintain Houston BPI expenses of $7,000, and it was seconded by Randy Childers. The motion passed. A motion was made by Ravi Shah for BOAT training seminars to have $7,000 in seed money, and it was seconded by Bruce Bailey. The motion passed.

**Agenda Item 5** – TREC Update

Jim Olk talked about his conversation and visit with the TREC Commission and the problems we were having with their inspector’s reports on homes they were inspecting (for example, GFCIs, AF’s, guardrails, and code issues). When they mark a home as deficient, is it the same as unsafe?

**Agenda Item 6** – Legislative Issues

We discussed disaster response issues, gathering legislative issues, support from TML, and prospective sponsors for Round Rock.

**Agenda Item 7**- 2011 BOAT Mid-Year Meeting Draft Program

We discussed having a draft meeting in Round Rock. Randy will work with Jim on Capitol Day trip. Members should try to schedule meetings with their local representatives.

Does BOAT need to continue to have a mid-year meeting (we discussed several opportunities)? We need to enhance the training opportunities at the meeting. Ravi, Randy, and Scott will work on an agenda.

**Agenda Item 8** – Region X Update

Randy discussed the Region X update, code hearing scholarship, and the Region X Ad for North Carolina.

ICC Code Hearings: We need to use all platforms and marketing to city managers by method of COG and TML for their support in sending their folks to Dallas. We could do a statewide platform to have attendance high for local support, since it is in our own back yard (Dallas) for the next two years. This year’s attendance was poor.

The decision was made to use our monies to do something valuable for BOAT instead of placing an ad in the magazine.

**Agenda Item 9** – Region X Boat Hospitality Event at the ICC Annual Meeting

We discussed having a Hospitality Suite for BOAT at our meetings. Lawrence Crow made a motion for the Hole in One truck in North Carolina and Randy Childers seconded. The motion carried.

**Agenda Item 10** – Texas Chapter Map and Membership List

John talked about Texas chapter maps and chapters’ TEEX training. We discussed having legislative indemnity for inspectors.

Agenda Item 11 – 2010-2011 Budget

ICC (ads, golf, scholarship) $2,500

ICC Code Hearings $500

UTA-Contribution Initiative Training Facility $5,000

BOAT Pins $1,500

Ravi Shah made the motion to approve the budget, and it was seconded by Randy Childers. The motion carried.

Since there was no further business, the meeting was adjourned at 1:45 p.m.

Submitted by:

Kurt Kasson, CBO, BOAT Secretary

**BUILDING OFFICIALS ASSOCIATION OF TEXAS**

**BOARD OF DIRECTORS MEETING**

**August 27, 2010, 10:00 a.m.**

The meeting was called to order at 10:00 a.m. by President Scott McDonald.

Those in attendance were:

Scott McDonald – President

Kurt Kasson – Secretary

John Brown – Director at Large

Chris Haver – Director at Large

Earl Abbott – Director at Large

Cheryl Ribich – TML

Randy Childers – TML Board Representative

Van Tran – Director at Large

Absent were:

Lawrence Crow – Vice President

Bruce Bailey – Director at Large

Ravi Shah – Past President

Jim Olk-Past – Past President

President McDonald opened the meeting, welcomed all participants, and asked if there were any additional agenda items to be considered.

It was established that all Board members were present.

**Agenda Item 1** – Approval of Minutes from the May 26, 2010, meeting in Arlington at BPI

President McDonald asked for a motion to approve the minutes from the May 26, 2010, meeting in Arlington at BPI. Randy Childers made the motion to approve, which was seconded by Chris Haver. The motion carried unanimously.

**Agenda Item 2** – Financial report

The financial report was discussed and shown to the Board. No motion was needed. There was discussion regarding BPI, including a concern regarding the breakdown of costs. Some would like to see at least a list of expenses so the Board can see where all the monies were going for the BPI Conference. It was announced that Ravi would handle the dialog between BOAT and BPI staff, Dr. Matthys and Charles Clawson, regarding the breakdown of expenses.

There was a motion made to open a savings account with Chase Bank in the amount of $1,000 dollars for the BOAT Codes and Standards Training Account. The motion was made by Randy Childers and seconded by John Brown. The motion carried unanimously.

**Agenda Item 3**– BOAT by-law change

Randy Childers discussed in length the by-law changes that were proposed and went through the items. There was some discussion about the changes, and Randy will provide an updated version that will be voted on by the BOAT chapter members at the upcoming business meeting.

Scott McDonald talked about travel policy, business meeting agenda, committees, and assignments that would be upcoming, committee participation, and requirements for application to Board positions. John Brown will submit a revised application to the Board.

**Agenda Item 4** – TREC update

This item was tabled for a future update.

**Agenda Item 5** – Educational opportunities

Scott McDonald talked about TDLR training opportunities and the Enforcement Division, which provided classes in Amarillo recently. He also mentioned other upcoming opportunities around the state. That local chapter can provide training in conjunction with BOAT.

**Agenda Item 6** – Schedule of upcoming meetings and locations

BPI-Houston – January/February 2011

Round Rock – February 2011

BPI Arlington – May 2011

August “rotation��? meeting location

Scott McDonald talked about the upcoming schedule and vision for future August meetings throughout the state. There was discussion on the location of mid-year meetings, conferences, and education sessions to be held in August; the location of odd-year meetings, Capitol Hill visits, legislative issues, and such.

**Agenda Item 7** – 2011 BOAT Mid-Year Meeting in Round Rock

There was a discussion about Capitol Hill day, educational sessions, and social events.

Randy Childers and Scott McDonald had a discussion about moving the annual meetings to August and moving them around the state to include more members and take the meeting to them. There was also a discussion about having quarterly meetings, teleconferences, and consistently held elections. Having elections in February 2011 and then moving them to August 2012 was also discussed.

Scott McDonald proposed we attempt four face-to-face Board meetings annually; in Janurary at the Houston BPI, in May at the Arlington BPI, in August at the Mid-Year Meeting site, and in October at the ICC Code hearings. During legislative years, BOAT could have the optional Capitol Hill day, elections in August, and maybe do a Zoomerang survey of the membership to get their voice on meetings.

There was a discussion about getting auction items from vendors and about getting vendors to sponsor things like the hospitality suite, meals, breakfast, the bar tab, and possibly scholarship opportunities.

**Agenda Item 8** – 2012 BOAT Mid-Year Meeting site discussion

The Board skipped this item.

**Agenda Item 9** – Status of REGION X

Randy Childers and Kurt Kasson discussed the events of the Region X meeting that was held in McAllister Oklahoma on August 6, 2010, including trying to do a nonprofit filing and what state to do it in; providing travel assistance of $500 to the ICC ABM in October to individuals who file for it on time (if any state has no one file, the other states could receive the leftover monies for individuals in their state); and the position of Region X and its support for individuals running for the board of ICC. The next meeting will be at the ABM in 2010.

**Agenda Item 10** – TML meeting in Corpus Christi and the ICC/BOAT booth

Randy Childers and Scott McDonald discussed the joint efforts of TML and BOAT to have a booth in conjunction with the TML Annual Conference for promotion and hospitality items for BOAT. Randy will man the booth, since it will be his last official capacity function as the TML Board representative for BOAT.

**Agenda item 11** – Update on sponsorships for ABM in North Carolina

Scott McDonald talked about the hospitality suite for the ABM and the role BOAT will have for that. BOAT may possibly offer a hole-in-one sponsorship, if they have enough golf participants.

**Agenda item 12** – Update on ICC election possibilities and “our��? vetting questions

Jim Olk is putting those together.

**Agenda item 13** – BOAT’s position on ICC by-law changes

**Agenda item 14** – BOAT’s plans for 2011 ICC Dallas Code Hearings

Scott McDonald talked about the need to get BPI literature spread out and distributed during the hearings, planning and advertising, quality literature, and possibly adopting a city, community, or chapter at the code hearings in Dallas.

**Agenda item 15** – Disaster Response Team update

John Brown discussed the meeting he attended with the chief meteorologist at the Hurricane Center.

**Agenda item 16** – Texas chapter map

John Brown and Van Tran discussed the state map they put together showing all chapters and the chapter presidents, along with their locations and information. It was a great job by both and a great map.

**Agenda item 17** – Committee chair updates

John Brown talked about inspector liability and SB 1410.

**Agenda item 18** – Other business

A suggestion was made to purchase a digital recorder for recoding the minutes. Scott McDonald asked that a recorder be purchased. The Board was reminded to attend the TDLR academy classes.

A motion was made by John Brown to adjourn, and it was seconded by Van Tran. The motion carried unanimously.

With no further business, the meeting was adjourned at 1:54 p.m.

Submitted by:

Kurt Kasson

BOAT Secretary

**Building Officials Association of Texas**

**Board of Directors Meeting Minutes**

**December 6, 2010**

**Teleconference**

A meeting of the Board of Directors of the Building Officials Association of Texas was held via teleconference on December 6, 2010, at 10:00 a.m.

President McDonald opened the meeting, greeted all who were participating, and determined that a quorum was present.

In attendance were:

President Scott McDonald

2nd Past President Randy Childers

Earl Abbott

Lawrence Crow

Van Tran

TML Board Representative Jim Olk

Bruce Braley

Past President Ravi Shah

Chris Haver

President McDonald noted that Kurt Kasson and John Brown would not be in attendance and that he had excused their absences.

**Agenda Item 1**: Approval of the Minutes. A motion was made by Jim and seconded by Bruce that the minutes of the August 27, 2010, Board meeting be approved. The motion carried unanimously.

**Agenda Item 2**: Financial Report. A motion was made by Ravi and seconded by Lawrence to approve the financial report. Prior to the vote, there was discussion about BOAT covering the expenses of spouses of Board members for the business meeting. The motion was amended to include approval of the financial report with BOAT waiving the cost for companion registration for the business meetings. The motion was seconded by Lawrence and carried unanimously.

**Agenda Item 3**: Terms of Office. The terms of office for the BOAT Board were discussed. A motion was made by Randy and seconded by Bruce to allow any expiring term to be extended until the August elections. The motion carried unanimously.

**Agenda Item 4**: Region X Update. President McDonald noted that Oklahoma desired to have the ICC ABM held in Oklahoma. Ravi noted that the 2014 ABM was scheduled for Atlantic City but that the 2015 ABM was not yet scheduled. A motion was made by Jim and seconded by Ravi that BOAT support Oklahoma’s bid for the ABM to be held in Oklahoma in 2015. The motion carried unanimously.

**Agenda Item 5**: Update on ABM in Charlotte. Ravi provided an update on the ICC ABM held in Charlotte. Ravi noted that the Code Development Process was still under review by the committee and that everyone needed to look at ICC’s 2015 Blueprint. Ravi noted that ES is changing and the Green Code issues were still on the forefront of ICC’s agenda. Ravi had received several good comments on the hospitality suite.

**Agenda Item 6**: TML Business Meeting Update. Randy provided an update on the TML Annual Conference that was in Corpus Christi. Randy noted that our participation with ICC on the booth was a great value and that our efforts should be expanded next year. A motion was made by Randy and seconded by Jim that BOAT partner with ICC to share the cost of a double-wide booth and assist in staffing the booth for the time that it is open. The TML Annual Conference will be held in Houston on October 11-14, 2011. The motion carried unanimously.

**Agenda Item 7**: Credit Card Update. Lawrence updated the Board on the credit card for the mobile training. It was noted that we are a test case for TML in using credit cards. No further action was necessary.

**Agenda Item 8**: ICC By-law Changes. ICC by-law changes were discussed. No further action was necessary.

**Agenda Item 9**: BOAT Training. President McDonald updated the Board on several training items:

•BOAT’s partnership with TDLR; attendance problems.

•Training provided in Corpus Christi was well received.

•Training provided in Hewitt was well received.

•Training provided in Amarillo was well received.

•Target locations for additional training were East Texas, Midland/Odessa, and in the Rio Grande Valley.

Chris updated the Board on the training for the Annual Business Meeting.

**Agenda Item 10**: Committee Updates.

•Program and Education Committee – See agenda item 9.

•Legislative Committee – Jim provided an update; it’s very early in the session.

•Membership and Promotion – No update was provided.

•Code Review – No update was provided.

•Awards and Scholarship – No update was provided.

•Disaster Survey Team – No updated was provided.

•By-laws – By-law amendments have been sent to the membership, and a vote will occur in Round Rock in February.

**Agenda Item 11**: Meeting Schedule.

•Houston BPI will be on January 31-February 3, 2011.

•Board meeting at Houston BPI will be on February 1 at 9:00 a.m.

•Chris will check with James and Kurt about a hospitality suite.

•Annual Business Meeting will be on February 22-25, 2011.

oBoard meeting will be on Wednesday, February 23, at 7:30 p.m.

•ICC Code Hearings will be in Dallas on May 16-22, 2011.

•Arlington BPI will be on May 23-27, 2011.

oBoard meeting will be on Wednesday, May 25, at 10:00 a.m.

oBusiness meeting will be on Thursday, May 26, at 11:30 a.m.

•Annual Business Meeting will be in August 2011; Lawrence is checking on suggestions.

•Board Meeting will be in November 2011 (TBD).

**Agenda Item 12**: BOAT Business Meeting in Round Rock. Items are addressed in previous agenda items.

**Agenda Item 13**: ICC Code Hearings. ICC code hearings will be held in Dallas in May. There was a discussion on what BOAT needs to do regarding a hospitality suite, handouts during the hearings, and other items. It was decided that a committee needs to be put together with NTC and other local chapters to see what can be accomplished during the hearings.

**Agenda Item 14**: 2011 BOAT Fall Conference. No action is necessary on this item; will discuss at next Board meeting.

**Agenda Item 15**: Web Site. Changes to the Web site are currently on hold.

**Agenda Item 16**: Other Business. An update was provided on BOAT shirts, pins, and pencils.

With no further business to discuss, a motion was made by Randy and seconded by Bruce to adjourn. The motion died on the table.

Submitted by Jim Olk.