



Building Officials Association of Texas 2018 AGENDA MINUTES

December 9-10, 2018
La Torretta Lake Resort & Spa
Montgomery, Texas

Sunday, December 9

1:00 – 3:30 p.m. Work on conference sessions Margaux Room

President Olson called the meeting to order at 1:15 p.m.; all Board members present except Teresa Adrian. President Olson presented TML Representative Kurt Kasson with a gift for being an outgoing President. Minutes of August 7 Board of Directors meeting presented; motion by Kevin Robinson to approve; seconded by Virgil Gonzalez; all in favor.

Discussed the availability of med-gas endorsement class; Kevin and one other instructor to teach the class Monday through Wednesday, study on Thursday; maximum 45 attendees. Plumbing Board will come to the conference and offer the exam on Friday of the conference. Need to note that registration will be first come first served, but registration will be separate, but be paired with the conference. When registering, will have to make a choice of med-gas or the rest of the conference. If registering for the exam, additional fee will be required.

There was also discussion regarding the disaster response training for ~~two~~ one day, and discussion held regarding the location of the classes.

Rick Hanna, Building Official of Montgomery arrived at 1:30 p.m.; President Olson had invited him to offer his help since we are holding the conference in his area.

President Olson discussed the most recent disaster responses and reported that he and TML Representative Kasson had met with the president of Smart Vent in Richmond at the ICC conference to thank him for the gift of the iPads. They discussed with him what an advantage was created by using the iPads, and how well they worked. It appears that Smart Vent intends to be the primary sponsor of the BOAT conference in August.

Additional discussion was held regarding additional classes. One suggestion was a class for building officials on adopting codes, budgeting, legal. Maybe titled Building Official 101, with a number of small topics. That suggestion included discussion of the Building Department Administration subjects. Additional classes on flood plain construction to be taught by Smart Vent, and a class on the building code.

Discussion was held on where the threshold should be for a sponsor to be able to provide a class or discussion topic. There was much discussion about creating an “education sponsor” level where they would teach a one hour class that would include 55 minutes of code discussion, and allow them 5

minutes at the end of their presentation to discuss their products and how they fit into the earlier code discussions.

There was discussion on the classes from the 2018 conference, and what classes went really well and what else should be offered. One that was discussed to be brought back as a class was the one on shipping containers. Lauren Grossman logged specific classes and times in a draft schedule document.

The group broke at 2:30 to look at the rooms that will be used. The group walked to the golf pro shop and had a look at the facility. The group broke to check to the hotel, then boarded a bus to tour the Texas Shoot-Out location "Time to Spare" and then took the bus to Ransom's Steakhouse for dinner.

Monday, December 10

After breakfast and a tour of the property, the group reviewed the schedule and sponsorships; there was discussion regarding when this group would arrive to prepare for the conference. President Mike Olson and Board members Kevin Robinson and Michael Beard will arrive on Sunday in order to prepare for the med gas class and will help set up. All other Board members will arrive as early as possible in order to help set up.

The Board will take the Building Official 101 class, Past President Selso Mata will coordinate the speakers. The group agreed to use the same theme with different graphics.

There was discussion about Casino Night and door/drawing prizes. A decision was made to have 5 prizes and allow players to put however many tickets they like in the bucket for their chosen prize.

It was determined that the business meeting should be held in conjunction with lunch on Thursday to encourage attendance, and to provide door prizes at the beginning and end. This would push back the afternoon session, and remove the afternoon break with vendors, so they could break down during the afternoon session.

The Board discussed the free evening on Wednesday, which will include a vendor reception and the Board planning a special dinner at the restaurant on site. Further discussion was held on which room to use for the banquet, and whether the adjustments to number of rooms and food & beverage would be enough to reserve the Versailles room, as first choice. Second choice is Bordeaux, and last resort is Greenland.

Additional discussion was held on Jim Olk's request for a grant process to assist high schools throughout the state with adopting ICC's High School Technical Training Program. Garland ISD is currently looking to adopt a program, and Jim had requested that the Board consider a grant up to an amount of \$2,000.

Motion by Teresa Adrian, seconded by Michael Beard to approve a grant up to \$1500. Motion amended to provide a one-time grant per year up to \$1500 to assist with such a program. The first year grant would go to Garland ISD. A vote was taken and all voted in favor. Lee Swain offered for SafeBuilt to assist with hard hats which would include the BOAT logo.

President Mike Olson brought up the topic of encouraging ICC to hold the annual conference in Fort Worth, Texas in 2027 to commemorate the 25th anniversary of the formation of ICC. President Olson had preliminary discussions with ICC CEO Dominic Sims at the ABM, and ICC seemed amenable to the idea. President Olson wanted to move forward with building a consensus and writing a request letter to ICC. President Olson and Past President Mata will head that committee and begin to work on it.

Discussion was held on timing for the conference and that the Board should be here Monday and work to set up and work the registration desk. The Board meeting will be Tuesday morning to free the Board up in the afternoon to help. The Board discussed that if we provided enough help whether hiring additional staff would be necessary. Teresa Adrian agreed to help create a work schedule for assistance at the registration; she will work with Michael Beard and Virgil Gonzalez to create the schedule. Past President Mata reminded the group that they have agreed to work, so will be expected show up and do so.

Lauren provided some information regarding potential locations in Round Rock, College Station and Denton for 2020.

The next meeting will be during Houston BPI on February 18th; get there early enough to set up for BPI on Sunday, and meet on Monday the 18th.

11:45 a.m. Meeting adjourned.

Some had lunch and departed from the Hotel restaurant

Board of Directors Meeting

August 7, 2018

9:00 am - 4:00 pm

BOAT Annual Conference 2018, Amarillo, Texas

Presiding: Mike Olson, President

1. Call to Order 9:13 a.m. following set-up of the vendor stations for the conference
2. Roll Call: All present except Scott McDonald, TML Representative
3. Presidents Opening Remarks
4. Approval of Minutes: North Texas BPI meeting
 - a. Motion to approve by Vice President Widmer, seconded by Teresa Adrian; all approved.
5. Upcoming Events:
 - TML Annual Conference, October 9-11, 2018 Ft. Worth; will share booth with ICC
 - ICC Annual Conference, October 20-24, 2018 Richmond, VA; discussion about who would be attending, being available for presentation of Merit Award for the Chapter; discussed the Permit Technicians ordering long-sleeve Texas Star shirts for their chapter award and for the BOAT Board. Motion by Kurt Kasson, second by Lee Swain to

purchase shirts for the Permit Techs. All approved. Lee Swain to follow up with Carey Frazier and Samantha Morrow to get order numbers.

- Central Texas BPI, October 29-31, 2018 Austin TX. Will be classes on storage containers and their acceptance in the building code.
- Overall discussion about BOAT having a table at each BPI, with local chapters sharing the space and helping to man the booth.
- Also discussed moving the Board meeting to Monday to accommodate travel and setup on Sunday.
- Additional discussion about South Texas BPI and the potential for change.
- Discussed moving Career Day to Irving BPI to encourage better attendance. Discussed sponsorships and methodology of how to make the program successful. It was determined that we need to get the program up and running to be successful before asking for additional sponsorships.
- IPMC workshop in Harker Heights November 15-16.

The Board broke to take a group picture.

Lauren came in to talk to the Board about the conference and the budget. So far are in the black; attendance including the Board and vendor comps is right around 115.

6. Upcoming & Future Conferences

- 2019 Annual Conference--Montgomery, Texas – La Torretta Resort and Spa. Discussed La Torretta; Lauren had another group there, and it seemed that it could be a little small for our size group. Discussed potential activities and what needs to be planned. The Board agreed to commit to 270 room nights, which has a 216 minimum without penalty.
- 2020 Annual Conference; Lauren discussed that the Board had chosen the San Antonio area. We are not large enough for SA to bid on us, but Lauren will continue to look into the area. Lauren will bring three to four locations back to the Board with pricing and other options, for the Board to decide. It was narrowed to San Marcos, San Antonio and College Station.

7. Financial Report: Starting balance \$310,285.79; Total of \$616,478.75 in revenues. Expenses of \$599,723.49. Ending balance of \$327,041.05, for net revenue of \$16,755.26. President Olson discussed creating a separate break-out financial report specifically for BPI. Vice-President Widmer will work with Lauren to get that breakout. Discussed expenses for the conference, as

well as for future conferences. Motion to accept the financial statement by Selso Mata, second by Kurt Kasson; all approved.

8. Discuss possible changes with the By-laws.
9. Discuss travel and reimbursement policy for Board. President Olson discussed that BPI meetings are covered, if members have to travel. Lauren has the expense forms; keep mileage and all receipts. Should be turned in within a week of travel.
10. Discuss TML Member Services Agreement. President Olson discussed the existing Service Agreement and expected costs for FY 18-19. There was discussion about whether adjustments could be made within the agreement. Additional discussion was had related to sending out email individually, without taking it through TML. Theresa stated that she could create a Listserv account so that we could send out the emails ourselves.
11. Disaster Response: Location of Trailers and iPads; One trailer kept at President Olson's, one at Jim Olk's. Scott McDonald purchased a trailer to move, and he is willing to sell it to BOAT for \$5000. Paul Johnson with Universal Forest Products is prepared to donate one as well that may be converted for sleeping quarters. Kurt Kasson has been speaking with someone who would donate a bus to a 501 (c) (3) to be converted for sleeping as well. TSTC would be willing to help finish it out for us. The iPads are currently stored at Jim Olk's home. President Olson received a message from the State Hazard Mitigation Team, who have been asking for sponsorship/advertising money to provide training, etc. Second message came last week, who stated they want us without requiring fees. Will warrant further discussion at the Houston BPI meeting. Motion to purchase from Scott was made by President Olson, seconded by Teresa Adrian. All voted in favor, with TML Representative Scott McDonald abstaining. Further discussion about having TSTC assist with the addition of an air conditioner and storage space.
12. Career Day and the Possibility of moving it. Discussed under No. 5.
13. Other Business:
 - a. A discussion was held on membership fees, both whether one membership per city or per individual. Explanation was given by Scott McDonald as to the reasoning behind the changing to one per City.
 - b. Jim Sayers is running for the ICC Board of Directors and is present in Amarillo. He will be given 5 minutes to speak at lunch on Thursday. Shirley Ellis will be given 5 minutes as well.
 - c. Shirley Ellis has not yet asked for support, but TML Representative Scott McDonald made a motion to match what was given when she last ran for the ICC Board. Second by Past President Selso Mata. All voted in favor.

- d. Theresa Adrian announced that she has been named to the licensing exam committee for code enforcement officers in Texas. She asked for possible questions for future exams.
14. Next Meeting: Business Meeting on Thursday August 9, 2018
15. Adjournment at 2:18 p.m. Motion made by Virgil Gonzalez, seconded by Lee Swain. All in favor.

Board of Directors Meeting Minutes
February 19, 2018
8:30 am – 2:00 pm
Houston BPI, Houston, Texas

Presiding: Mike Olson, President

- 1) Call to Order: President Mike Olson called the meeting to order at 8:31 a.m.
- 2) Roll Call: Secretary Brett King took the roll call, stating that all members were present except Past President Selso Mata, TML Representative Scott McDonald and Board Member Teresa Adrian, and that a quorum is met.
- 3) President's opening remarks: President Mike Olson thanked the group for coming early to help set up for BPI.
- 4) Approval of Minutes: Annual Conference Board Meeting, Annual Conference Open Meeting Vice President Widmer motioned to approve; Mike Beard seconded and all approved.
- 5) Financial Report: - Vice President Widmer had Lauren pass out copies of the financial statement and stated that the hurricane response had placed a strain on the budget and that we had an ending balance of \$191,296.56. President Olson stated that we had received donations from the New Jersey chapter (\$1000), the New York chapter (\$1000) and the Georgia chapter (\$2500). Vice President Widmer motioned to approve the report; Kurt Kasson seconded; all approved.
- 6) BOAT Committees:
 - * Membership – Sylvia Flood reported that she had emailed her committee, and she has recruited two more from her department to help. New members will be shared through the newsletter. There was additional discussion about the newsletter, and Sylvia had several suggestions. President Olson suggested that Sylvia's committee could be used to help coordinate the newsletter, and gather articles. Sylvia also discussed developing QR codes or similar item that could be scanned to track classes to check in and check out. She also discussed a BOAT table at events; President Olson discussed the events where BOAT is already present and that the organization can expand to. The group discussed marrying BOAT to BPI in the marketing materials and the possibility of obtaining additional banners. The Texas Department of Emergency Management (TDEM) conference will be in San Antonio, and will discuss manning the booth and to advertise membership. She also discussed partnering with the code enforcement groups, and President Olson suggested working with Teresa Adrian to address ways to encourage involvement from that group.
 - * Code Review – Secretary Brett King stated that he had sent the schedule out to his committee members and noted some key dates: February 28, all proposed changes will be posted; Committee

Action hearings April 15-25, please watch online; May 10-25 online voting period; June 4-July 16 Public Comment period; August 31, Agenda posted; October 24-31 Public Comment Hearings; November 15-30 Online voting. No activity to date by this committee, but they have been tasked with monitoring the code change process and noting any changes that should be disseminated to the chapter.

- * Program and Education – President Mike Olson moved this to item 8.
- * Awards / Scholarship – Vice President Widmer discussed the schedule; applications for scholarship will open on March 13, and close on May 11. President Olson encouraged the Board to speak with other members and encourage them to apply for the awards and for other individuals. He also discussed the hall of fame nominee and what was being worked on for that award. Vice President Widmer noted where to find the applications on the web site.
- * BPI – Past President Lawrence Crow and Charles Clawson gave a quick recap; Arlington BPI moving to Irving; Lawrence asked everyone to reassure the public that everything has been agreed upon, and those relationships with UTA and the CRC are all still as strong as they have been. This is a strategic adjustment which has been worked out over a number of years, and is expected to help BPI grow. Houston BPI is second largest, and attendance averages 5-700 students; just over 600 this year (18th year). Charles discussed how Houston had sudden growth a few years ago, and now that people come once, they'll come back. South Texas BPI lost about \$3,000 this year, and Central Texas made about \$8,500 (5th year). Lawrence explained the symbiotic relationship between BOAT and BPI and asked the Board to promote and support BPI in every way. Charles explained that Irving will be great this year, but since we no longer have UTA students to help out, we will all need to provide full support of logistics and all activity. Lawrence stated that BPI is obligated for \$70,000 to have it set up, so we'll need to make sure we work to recover those costs; attendance will be critical. It's up to this Board to encourage attendance and involvement from other cities; a phone call makes a world of difference in encouraging others to come. Charles discussed that we have hotel contracts in Houston and Austin for the next two years, and need to reach out to a younger audience. Lawrence made some suggestions about board structure for chapters around the state to share control between cities. There was much discussion about classes and books and handouts and costs associated. Charles mentioned that we have some additional costs for equipment, as the move from UTA has caused the need to purchase additional equipment. President Olson suggested the possibility of using a trailer to store and transport all of the equipment, supplies and gifts from one BPI to another. There was discussion regarding potential threats to BPI, and webinars were discussed due to costs.
- * Disaster Survey Team –On Hold
- * Career Development Day / Internship – President Olson discussed that the City of Plano and Bureau Veritas would be hosting interns again this year; San Antonio may be able to take two. Other areas may become available and Waco may be targeted as well. Career day will still be on the schedule in Amarillo in August. Lee Swain was asked to work with Van to have something by the May Board meeting to plan for August.
- * Legislative –Scott McDonald was not in attendance

7) Support Letter for ICC Candidates –this item postponed to May.

8) 2018 Conference – Amarillo

- a. Choose and vote on theme; group all chose Concept C, with two minor modifications.
- b. Choose program layout and assign presenter finder;
 - a. Track 1 was determined to be:
 - i. Significant Changes to 2018 IBC and IRC, one class each day. President Olson will find an instructor.
 - b. Track 2: Wednesday

- i. Hurricane Harvey lessons learned Jim/Teresa/Jeffrey
- ii. BO's responsibility in a disaster Jim/Teresa/Jeffrey
- iii. Retrofit and foaming roofing Scott
- iv. Round tables Selso
 - 1. Tiny houses Sylvia
 - 2. Shipping containers Jose Ruig to find
 - 3. Swimming pool code Selso to find
 - 4. Reasonable accommodations Mike Beard to find
- c. Career Day will be Wednesday.
- d. Track 2 Thursday
 - i. Substandard structures Teresa Adrian to find
 - ii. Permitting to demolish Teresa Adrian to find
 - iii. Animal behavior President Olson/Anthony Mark
 - iv. Tall wood buildings President Olson/David Tyree
- e. BOAT Board meeting: Tuesday at Noon
- f. Friday golf outing Brett

- c. Discuss Fire Marshal Association joining annual conference; President Olson has been contacted by Kelly Sadler of ICC about having the State Fire Marshal's Association join BOAT in Amarillo to hold training in conjunction. Much discussion ensued about costs and pricing for their attendees. Vice President Widmer agreed to follow up and work on it with the SFMA.
- d. Discuss travel plans and reimbursement; President Olson suggested everyone travel Monday and discussed having the Board help set up Tuesday morning and hold the Board meeting on Tuesday at noon. BOAT will cover Monday, Tuesday and Wednesday nights, Thursday night will be on Board members or their home city. Additional discussion was held regarding the 2020 conference location and pricing options were given for Denton and Allen; the general discussion was that the Board should choose a more southerly location. It was decided to hold a decision until later in order to allow more research.
- e. Discuss overall conference; a schedule was set for the week in Amarillo. See item (b) above.

- 9) BOAT Bulletin – Publication before Irving BPI – discussion; President Olson discussed that he had all articles except one; he will get it together and we can publish soon. President Olson asked Vice President Widmer to get Jim Olk to produce an article related to the Hurricane Harvey disaster response.
- 10) Discuss travel and reimbursement policy for Board; this item will be discussed further at the May Board meeting. President Olson also discussed that for the North Texas BPI, the traveling Board members would travel on Sunday, set up Sunday afternoon, their home City would pay for a class on Monday, then have the Board meeting on Tuesday. Hotel rooms would be covered for Sunday and Monday nights. President Olson made a motion, seconded by Vice President Widmer; all approved.
- 11) Website: Discuss any changes
- 12) Discuss Scholarship program and possible rewording requirements; postponed this discussion to May.
- 13) Discuss possible ways to fund Disaster response and other items related to Disaster Response. President Olson discussed reimbursement processes and what could and would be covered by BOAT and the creation of a policy for standard operating procedures when responding. President Olson

asked Kurt Kasson and Mike Beard to explore the possibility of a retired bus or RV that could be converted for disaster response use. Kurt & Mike will bring a report to the board meeting in May. It was discussed whether the Bluebonnet Chapter could be used for their 501(c)(3) status to have the donation processed. Lauren asked if BOAT could do a disaster response session at the TML conference in October in Fort Worth. President Olson also discussed holding a disaster response class at the 2019 BOAT conference at Lake Conroe.

14) Other Business:

- * Paul Abrams of Smart Vent presented the Board with 10 iPads to be used for Disaster Response. The Board took a photo with Paul and all the iPads in the Smart Vent booth.

15) Next Meeting: May 22, 2018

16) Adjournment: Motion by Kurt Kasson, second by Jeffrey Widmer; all in favor at 12:45 p.m.

17) Board pictures were taken.

Board of Directors Meeting

May 23, 2018

8:30 am – 11:00 am

North Texas BPI, Irving, Texas

Presiding: Mike Olson, President

- 1) Call to Order: President Mike Olson called the meeting to order at 9:30 a.m.
- 2) Roll Call: Secretary Brett King took the roll call, stating that all members were present except Virgil Gonzalez and TML Representative Scott McDonald, and that a quorum was met. Sylvia Flood has stepped down as a member of the Board following her retirement.
- 3) Presidents Opening Remarks: President Mike Olson welcomed everyone and thanked the volunteers and mentioned the booth and the cooler giveaways there.
- 4) Approval of Minutes: February 19, 2018 Houston BPI Board Meeting Vice President Jeffrey Widmer motioned to approve; second by Michael Beard; all approved
- 5) Financial Report: - **Jeffrey** distributed and discussed the April financial statement, and specifically the BPI reserve account, which may not include the Houston BPI numbers. There was discussion on the reserve account and the method of accounting. Lawrence Crow suggested that President Olson take a couple of others to meet with Lauren and the TML accountant to get a full explanation of the financial statement. He would include Charles Clawson in that discussion. It is important to know how and when the BPI funds come in and go out. Selso Mata motioned and Vice President Jeffrey Widmer seconded to accept the financial report. All approved.

6) BOAT Committees: Report

- * Membership – *

* Code Review – **Brett**: No reaction from committee members; two items were discussed by President Olson—splash pads are being added to the ISPSC, and a chapter on steel shipping containers is being added into the IBC.

* Program and Education – President Olson discussed some changes to the educational program that will be forthcoming.

* Awards / Scholarship – **Jeffrey** discussed the number of applications that were received for all awards. There is \$3,000 budgeted for scholarships and it was discussed whether to split it among all applicants or to award fewer. The committee will be meeting later today.

* BPI – **Lawrence** Lawrence Crow reported that so far, the reviews of the new location have been positive. There was discussion of the mailing of badge ID's and making sure that everyone from the Board is here to help out. There was discussion of the Brownsville BPI and the VBOA, and that there does not seem to be agreement. This will likely affect the BPI in that area and whether it will be held there this year or in the future. More will be known later this week. Additional discussion was had that was specific to the possibility of shifting resources

*Disaster Survey Team –**ON Hold**;

* Career Development Day / Internship – President Mike Olson invited Van Tran to discuss; Tom Philips from Target Corporation wants to discuss the program further and discuss helping with funding. It will require printed material and syllabus. Van also discussed the Military Families Building Career Path Program. Van discussed a preliminary plan for the Amarillo Career Day, which will include a tour of the new ballpark in Amarillo. There was much discussion related to where to target students, as Amarillo is physically removed from the rest of the state. Van will contact Michael Carillo for references to students near the panhandle. Internships—Van discussed placing two using existing sponsors City of Plano and Bureau Veritas and reaching out to Target and Home Depot for additional sponsorships.

* Legislative – TML Representative Scott McDonald was not in attendance

7) Support Letter for ICC Candidates – discussion on Shirley

8) 2018 Conference – Amarillo; This item moved to the end of the meeting. President Olson went through the basic conference schedule with classes and events. He volunteered to make sure that all courses are submitted to ICC for preferred provider approval. He discussed that sponsorships are nearly full; two Platinum level sponsorships are left. Additional discussion was held about potential future locations for annual conferences.

9) Discuss possible changes with the By-laws. Vice President Jeffrey Widmer presented the committee's work—Kurt Kasson, Randy Childers and Jim Olk. Must be presented to the entire membership 30 days before a vote; intent is to have that vote take place in Amarillo. At the business meeting, all action should come from the committee. They will take feedback on any changes then distribute it to the members prior to the Amarillo business meeting. A list of changes was distributed and discussed item by item. Minor corrections were discussed and a change was made to the section on replacing a Board member who has to step down.

At 11:30 a.m., the group broke to pick up lunch, returned and resumed

10) Discuss travel and reimbursement policy for Board; there are three Board meetings a year, and two business meetings, one at the annual conference and one at the Irving BPI. President Olson asked for a formalized SOP for reimbursements for travel and lodging costs. He asked for a volunteer, and Board Member Teresa Adrian agreed to put together a draft.

11) Website: Discuss any changes

At 12:00 p.m., the group broke for the Business meeting and attended in room 7. The Board returned to the Board Room and resumed at 12:45 p.m.

12) Other Business: President Olson mentioned the application for the Chapter of the Year award, and thanked Past President Selso Mata for all his work on the application. BOAT received a Merit award.

President Olson discussed his participation as a shadow at the ICC annual business meeting, and suggested that we include an intern to shadow a board member this year. The group was not in favor of this.

President Olson discussed the work that Bobby Doran does in donating his time to BPI and BOAT and discussed assisting him in becoming an ICC Preferred Provider; it was determined to have him submit an invoice like other instructors.

13) Next Meeting: August 9, 2018

14) Adjournment 1:30 p.m.: Past President Selso Mata moved adjournment, seconded by Kurt Kasson. All in favor.

15) Pictures: Taken just prior to business meeting

Business Meeting Minutes

August 9, 2018

4:30 pm – 5:00 pm

Annual Conference, Amarillo, Texas

1) Call to Order: President Olson called the meeting to order at 4:30 p.m.

2) Roll Call: All Board members present. A quorum was established, with 30 members present.

3) Presidents Opening Remarks: President Mike Olson thanked everyone for the successful event, the vendors and sponsors for their support and for the educational tracks during the week.

4) Approval of Minutes: Annual Business Meeting at the Irving BPI; motion made for approval by Vice-President Widmer, second by Michael Beard. All voted in favor.

5) Financial Report: - Vice President Jeffrey Widmer presented the financial report; motion by Scott McDonald, second by Past President Selso Mata. All voted in favor.

6) 2019 Conference – Montgomery, La Torretta on Lake Conroe; Jim Olk will teach a class on disaster response. The facility is a full service resort with spa services and family activities.

7) Discussion and action on proposed By-Law changes as submitted. Vice-President Jeffrey Widmer presented the proposed changes to the by-laws as prepared by the committee, which was made up of

Vice President Widmer, Past President Jim Olk, Past President Randy Childers and Past President Kurt Kasson. The committee identified a total of 13 adjustments, which were reviewed by TML and sent out to the membership.

Motion made by Past President Jim Olk, second by Bahman Yazdani to accept the changes to the by-laws. All voted in favor. ICC Board member Shirley Ellis requested that the amended by-laws be sent to ICC for inclusion on the web site.

8) Other Business:

- Motion to include the election under other business by Past President Jim Olk, seconded by ICC Board member Shirley Ellis. All voted in favor.
- Nominating committee chair Selso Mata presented the slate of candidates chosen by the committee, and votes were taken, as follows:
 - **President, for a 1-year term—Mike Olson:** Motion made by Past President Jim Olk, second by Bahman Yazdani; all voted in favor.
 - **Vice-President, for a 1-year term —Jeffrey Widmer:** Motion made by Past President Jim Olk, second by Bahman Yazdani to close nominations and vote by acclamation.
 - **Secretary, for a 1-year term—Brett King:** Motion made by Past President Jim Olk, second by Bahman Yazdani to close nominations and vote by acclamation.
 - **Director-at-Large for a 2-year term—Michael Beard:** Motion made by Past President Jim Olk, second by Past President Randy Childers to close nominations and vote by acclamation.
 - **Director-at-Large for a 2-year term —Virgil Gonzalez:** Motion made by Past President Jim Olk, second by ICC Board member Shirley Ellis to close nominations and vote by acclamation.
 - **Director-at-Large for a 1-year term —Kevin Robinson:** Motion made by Past President Jim Olk, second by Past President Randy Childers to close nominations and vote by acclamation.
 - **TML Representative, for a 2-year term—Kurt Kasson:** Motion made by Past President Jim Olk, second by Bahman Yazdani to close nominations and vote by acclamation.

Resolutions were read by President Mike Olson to recognize the following:

- **Tim Littlejohn, Building Official for the City of Abilene and his staff** for their support of the ICC Military Families Career Path Program; motion to accept by ICC Board member Shirley Ellis, second by Past President Randy Childers to accept. All in favor.
- **Lawrence Crow, retired Field Operations Manager for the City of Irving** for his efforts on this Board as well as his efforts to promote education through the Building Professionals Institutes throughout the state. Motion made by Past President Jim Olk, second by Bahman Yazdani to accept the resolution.
- **Scott McDonald, Chief Building Official for the City of Denton** for his long-standing efforts on this Board and as the TML Representative. Motion made by Bahman Yazdani, second by Past President Jim Olk to accept the resolution.

9) Next Meeting: Board meeting at BPI in February; date to be determined

10) Adjournment: Motion by Past President Jim Olk, second by Bahman Yazdani to adjourn, at 4:58 p.m.

Later in the evening at the annual banquet, a resolution was read naming Jim Olk to the BOAT Hall of Fame. A motion was made by TML Representative Scotty McDonald, seconded by Secretary Brett King to accept the resolution. It was passed unanimously.