

**MINUTES TO THE
NC BUILDING INSPECTORS ASSOCIATION
BOARD MEETING**

**Aberdeen, NC
February 22, 2015 @ 1:00 PM**

Attending: Dan Dockery, Tom Brown, Amy Britt, Mark Matheny, Michael Rettie, Jeff Griffin, Reggie Hucks, Jim Roberson, Chris Noles, Jeff Britt, Glenn Batten, ~~Steve Sudderth, Harry Van Wagenen,~~ Les Everett, and Barry Gupton

Visitors: Vaughn Wicker, ICC; Carl Martin, NCDOT

- 1. Call to Order** – The meeting was called to order at 1:00 PM.
- 2. Invocation** – The meeting was opened in prayer by Les.
- 3. Adjustments to the Agenda** – None noted.
- 4. Secretary/Treasurer Report** –
Mark/Jeff (motion/second/passed) – The October 24-26, 2014 Retreat Minutes were approved.

The PNC account has \$13,824 on hand from credit card receipts as of January 30, 2015. The SECU account has \$51,950 on hand plus \$36,000 in Certificates of Deposit and \$165 in Shares as of February 5, 2015. Certificates of Deposit in the amount of \$3,000 automatically renew monthly with interest to revert to the SECU Scholarship account annually. The Scholarship account at SECU has \$9,891 on hand plus \$40,000 in Certificates of Deposit. (\$151,830)
Les/Mark (motion/second/passed) – The Treasurer Report was accepted.

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5. Old Business

A. Secretary/Treasurer Positions –

Les will serve as the official Treasurer effective immediately. Mark, Les and Barry will be signatories to the bank accounts. Carl Martin will transition to Secretary at the Annual Conference and assist Les with the Treasurer duties.

B. Welcome to Jim Roberson as Area 4 Director –

C. Efforts to draft new members to serve on committees –

We need to involve and recruit more people from all Areas to serve on committees. Applications will be made available at the seminars and committee descriptions will be added to the webpage. Amy (contact person), Jim, Michael and Mark will follow-up with applicants. Jeff G. will begin work on the next webpage edition. Mark will work on the social media aspect of linking Facebook and Twitter with the webpage. This group will work with the Nominating Committee to re-write the committee application.

D. Update on Annual Conference Contract Michael/Amy/Dan –

The contract has been signed for July 26-29, 2015 at the DoubleTree Atlantic Beach. The Conference Room, Molly's and the Outbuilding will be available to us. The registration form and notice will be placed on the webpage after the March seminar. Barry will update the Chapter request form on the ICC webpage. The NCFMA will not be able to actively participate this year. Registration and 1-night accommodation for 2-representatives from each other Board (IAEI, NCFMA, NCMIA and NCPIA) will be provided. Barry will send a copy of past Annual Conference program to Amy and Michael. Barry will send an e-mail invitation to vendors and sponsors.

Mark/Jim (motion/second/passed) – NCBIA will contribute \$200 towards the golf outing in lieu of awards and trophies.

E. COCO News –

Clint Latham is chair of the group to review NCPIA concerns about the proposed Bylaws. NCBIA Board members will contact other Boards about the vote on Bylaws at the March 3, 2015 COCO meeting.

F. Board Liaison –

Involvement was brought at the December 2014 COCO meeting without any interest.

G. Career Track Programs –

No action.

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6. Committees –

- A. Awards & Scholarships** – Glenn reported that the committee is accepting applications.
- B. COCO** – See Item 5E.
- C. Code Development and Resource** – Tom reported that the committee is working on amendments demolition, electrical, residential and tiny houses.
- D. DCERT** – There was discussion about offering a prize for a team logo.
Amy/Jeff B. (motion/second/passed) – The committee will reach out to other COCO Associations to expand, develop a logo and possibly rename.
Les/Mark (motion/second/passed) – NCBIA will add COCO, IA EI, NCFMA, NCMIA and NCPIA logos to the trailer.
- E. Education** – The Greenville seminar was a success. NCBIA will apply to become an ICC Preferred Provider. The committee purchased a new computer for presentations.
- F. Grant** – No action.
- G. Historian** – No action.
- H. Legislative** – Chris reported that the School of Government is working on a rewrite to combine GS153A and GS160A. March 15, 2015 is the deadline to file Bills.
- I. Media & Publishing** – Jeff G. reported that the domain name has been secured for 10-years and handed out a new webpage template.
Les/Mark (motion/second/passed) – Jeff G. will proceed with the new webpage layout.
- J. Nominating** – The committee will take a new direction for recruitment.
Les/Jeff B. (motion/second/passed) – The committee will include 3-Ex-Officio members for Board elections plus 4-other members (Amy, Jim, Michael and Mark) for committee recruits, appointments and follow-ups.
- K. Program & Site Selection** – See Item 5D.
- L. Region 8** – The next meeting will be a CE class on 3/27/15 and the Board meeting on 3/28/15 in Chattanooga, TN.

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7. New Business

- A. **CEO Representative to Building Code Council** – The Building Inspector and Fire Services positions will be available in July 2015. Michael expressed an interest in the Building Inspector appointment. NCBIA will provide a recommendation for Wayne Hamilton for the Fire Services appointment when requested.
- B. **Naming of two new scholarships and advertisement of their availability** – Reggie/Les (motion/second/passed) – The 2-new scholarships will be named the Barry N. Gupton Service Scholarships.
- C. **Raise The Profile Update** – Dan reported that the ICC initiative needs to continue at the national, state and local level to promote and recognize the importance of code enforcement.
- D. **cdp Access and Area Directors** – This new ICC process needs to be promoted by the Board to the NCBIA membership. ICC has a Powerpoint presentation to assist.
- E. **New Stories – The Good, The Bad and the Ugly** – Please share stories with Dan to include in the COCO newsletter.

8. Other Business

- A. **2015 Board Retreat Location** - The Annual Board Retreat will be held in the same location as 2014.
- B. **Demographics – Raise The Profile effort, current report and participation** – See Item 7C. The average age of code officials is 55. We need to recruit young people to the field.
- C. **Q-Board Representatives** – Glenn/Amy (motion/second/passed) – NCBIA will provide a recommendation for Les for the City Inspector appointment when requested.
- D. **Q-Board rule Changes** – There was discussion about CE options in addition to instructor credit.
- E. **Acceptance of Code of Ethics by proclamation by jurisdictions, promotion of Building Safety Month and associated proclamation by Governor and Mayors** – The Code of Ethics was presented and accepted by the Board. Building Safety Month needs to be promoted locally by everyone.
- F. **NCBIA Future Meetings**
 - May 13, 2015, Greensboro
 - July 25-29, 2014, Atlantic Beach
 - November 2015 Retreat, Pinehurst

9. Adjournment

– The Board adjourned the meeting and went to dinner.

Respectfully submitted by,
Barry Gupton, NCBIA Secretary/Treasurer

NCBIA BOARD of DIRECTORS
Sunday, February 22, 2015, 1:00 pm
Hampton Inn, Conference Room, Aberdeen
www.ncbia.org

AGENDA

- Item 1: Call to Order**
- Item 2: Invocation**
- Item 3: Adjustments to Agenda**
- Item 4: Secretary/Treasurer – Minutes/Report**
- Item 5: Old Business**
 - A. Secretary/Treasurer Positions (Carl Martin – Secretary to Board or Liaison to Board - Les / Mark as signatories to bank accounts) P.O. Box obtained?**
 - B. Welcome to Jim Roberson as Area 4 Director**
 - C. Efforts to draft new members to serve on committees**
 - D. Update on Annual Conference Contract Michael/Amy/Dan**
 - a.) Fire Marshal Participation**
 - b.) Offers to COCO members from other associations**
 - c.) Responsibilities – Golf, Entertainment, Prizes, Menus, Vendors, Hospitality, Con. Ed., Banquet, etc.**
 - d.) Site Selection for 2016**
 - E. COCO news**
 - a.) Bylaws**
 - b.) Code of Ethics**
 - c.) Membership and overall effectiveness**
 - F. Board Liaison (possible blending into a committee for legislative action with some current board members and some ex-officio and other involved inspection's partners)**
 - a.) COCO involvement?**
 - b.)**
 - G. Career Track Programs**
 - a.) Local outreach, Local partners**
 - b.) ICC Support**

- Item 6: Committee Reports**
- A. Awards & Scholarships**
 - B. –**
 - C. COCO**
 - D. Code Development and Resource**
 - E. DCERT**
 - F. Education**
 - G. Grants**
 - H. Historian**
 - I. Legislative, (Blend with Liaison’s efforts)**
 - J. Media & Publishing, (New website)**
 - K. Nominating**
 - L. Program & Site Selection**
 - M. Region 8**

- Item 7: New Business**
- A. CEO Representative to Building Code Council**
 - B. Naming of two new scholarships, and advertisement of their availability**
 - C. Raise The Profile Update – Da**
 - D. cdp Access and Area Directors**
 - E. New Stories – The Good, The Bad and the Ugly**

- Item 8: Other Business**
- A. 2015 Board Retreat Location**
 - B. Demographics – RTP effort, current report and participation**
 - C. Q-Board Representatives**
 - D. Acceptance of Code of Ethics by proclamation by jurisdictions, and promotion of Building Safety Month and associated proclamation by Governor and Mayors**

- Item 9: Adjourn**