

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

**Greensboro, NC
May 13, 2015 @ 9:00 AM**

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

Visitors: Lon McSwain, Mecklenburg; Carl Martin, NCDOT

- 1. Call to Order** – The meeting was called to order at 9:00 AM.
- 2. Invocation** – The meeting was opened in prayer by Les.
- 3. Adjustments to the Agenda** – None noted.

4. Secretary/Treasurer Report –

Thank you notes were received from the families of Clyde Britt (NCBIA President 1983-1984) and Bill Palich (Jim Roberson's Father-in-Law). PO Box 17, Greenville, NC 27835 has been established for NCBIA mail. Erie Insurance requires Name, License Number and Date-of-Birth for each regular van driver.

Les/Steve (motion/second/passed) – The February 22, 2014 Minutes were approved.

The PNC account has \$55,357 on hand from credit card receipts as of April 30, 2015. The SECU account has \$45,121 on hand plus \$36,000 in Certificates of Deposit and \$165 in Shares as of May 6, 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 \$10,126 on hand plus \$40,000 in Certificates of Deposit. (\$186,769)

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Continued – The Winter Seminars produced approximately \$46,464 net (\$94,445 income – \$47,981 expense). About 56% of the payments were with credit cards. Taxes have been filed for fiscal year 2013-2014. I have requested an audit/report when taxes are filed for fiscal year 2014-2015.

Les/ Steve (motion/second/passed) – The Treasurer Report was accepted.

5. Old Business

A. Secretary/Treasurer Positions –

Les is the official Treasurer effective February 22, 2015. Mark, Les and Barry are signatories to the bank accounts. Carl Martin will transition to Secretary at the 2015 Annual Conference and assist Les with the Treasurer duties.

B. Efforts to draft new members to serve on committees – 12- applications were received. Amy will contact the applicants and forward the applications to committee chairs.

C. Update on Annual Conference Contract Michael/Amy/Dan – July 26-29, 2015 at the DoubleTree Atlantic Beach.

- a. **Offers to COCO members from other associations** - Registration and 1-night accommodation for representatives from each other Board (Chris Faucette, IAEE; Jon Leonard, NCFMA; Dennis Maidon, NCMIA; and Clint Latham, NCPIA) will be provided.
- b. **Responsibilities – Golf, Entertainment, Prizes, Menus, Vendors, Hospitality, Con. Ed., Banquet, etc.** – NCBIA will contribute \$200 to defray green fees rather than provide trophies. Andy Forrester, comedian will provide the entertainment. Amy will purchase door prizes after we arrive. The site selection committee will select the menus and additional entertainment options. It was suggested to contact the hotel or Wilson Sawyer for DJ options. It was also suggested to contact the hotel about companion program options. Barry will invite ICC representatives Vaughn Wicker, Lynn Underwood and Guy Tomberlin. Les and family will handle the hospitality room. The education committee will arrange for 6-hours CE. Shirts will be purchased for the Board.

D. COCO News –

- a. **Bylaws** – The original COCO bylaws have been found.
- b. **Code of Ethics** – Under review.
- c. **Mission Statement** - Under review.
- d. **Membership and overall effectiveness** - Needs work.

E. 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) - COCO involvement? – Jeff reported that there is no action at this time.

F. Career Track Programs –

- a. **Local outreach, Local partners** – Winston-Salem has developed a pilot program for 2016.
- b. **ICC Support** – Discuss with ICC representatives at the annual conference.
www.iccsafe.org/gr/pages/hsttp.asp

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6. Committees –

- A. Awards & Scholarships** – Jim reported that the committee will meet on June 11 at 10am at Chapanoke.
- B. COCO** – The next meeting is scheduled for June 2 in Greensboro..
- C. Code Development and Resource** – Mark reported that the BCC items were not successful. Jeff G. reported that a residential ad hoc meeting is scheduled for May 18.
- D. DCERT** – No report.
- E. Education** – Jim reported that NCBIA has been approved as an ICC preferred provider. Les reported that the winter seminars were successful and the Q&A sessions worked well. The mass e-mail list is not working.
- F. Grant** – No action.
- G. Historian** – The NCBIA plaques, etc. will continue to be housed at NCDOL. Glenn will work with Ed Cianfarra, Bob Harvell, Lynn Niblock, Barry and Mark to record photos.
- H. Legislative** – Chris reported on bills that made cross-over. Board members need to develop relationships with their representatives. A google group (or other software) will be established. Dennis Maidon, NCMIA, Region 8, may be able to help.
Jim/Mark (motion/second/passed) – Board members will each set up google e-mail in the format “NcbiaDanDockery@gmail.com.”
- I. Media & Publishing** – The webpage has 10-free e-mail addresses assigned to the committee chairs.
- J. Nominating** – Barry distributed the standing Board recommendations.
- K. Program & Site Selection** – No action.
- L. Region 8** – Amy resigned her position and Dennis Maidon will fulfill the term.

7. New Business

- A. CEO Representative to Building Code Council and Qualification Board** – The Board recognized Lon McSwain for his service on the BCC. A letter of support for Michael will be sent for Building Inspector appointment to the BCC. A letter of support for Les will be sent for City Inspector appointment to the Q-Board.
- B. New Stories – The Good, The Bad and the Ugly** – Please share stories with Dan to include in the COCO newsletter and to raise the profile of inspectors. NCBIA should consider producing video examples of both failures and successes for publication.

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8. Other Business

- A. **2015 Board Retreat Location** - The same location as 2014 has been secured for the 2015 Annual Board Retreat.
- B. **Lobbyist** – Maybe NCBIA should join the municipality efforts.
- C. **Region 8** – NCBIA received Chapter of the Year and \$600 scholarship designation.
- D. **Building Safety Month Proclamation** – This was signed by NCBIA.
- E. **W/S Video on Inspections** – This video was produced as part of Raising the Profile during Building Safety Month.
- F. **NCBIA Future Meetings**
 - July 25-29, 2015, Atlantic Beach
 - November 2015 Retreat, Pinehurst
 - March 2016 - ?
 - May 2016 - ?

- 9. **Adjournment** – The Board adjourned the meeting and went to lunch.

Respectfully submitted by,
Barry Gupton, NCBIA Secretary/Treasurer

NCBIA BOARD of DIRECTORS
Wednesday, May 13, 2015, 9:00 am
GTA Headquarters, Greensboro
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) PO Box obtained**
 - B. Efforts to draft new members to serve on committees**
 - C. Update on Annual Conference Contract Michael/Amy/Dan**
 - a.) Offers to COCO members from other associations**
 - b.) Responsibilities – Golf, Entertainment, Prizes, Menus, Vendors, Hospitality, Con. Ed., Banquet, etc.**
 - c.) Site Selection for 2016**
 - D. COCO news**
 - a.) Bylaws**
 - b.) Code of Ethics**
 - c.) Mission Statement**
 - d.) Membership and overall effectiveness**
 - E. 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) - COCO involvement?**
 - F. 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 and Q-Board**
 - B. New Stories – The Good, The Bad and the Ugly**

- Item 8: Other Business**
- A. 2015 Board Retreat Location**
 - B. Lobbyist**
 - C. Region 8 – NCBA Chapter of the Year**
 - D. Building Safety Month - signed by NCBA**
 - E. W/S video on inspections**

- Item 9: Adjourn**