

MINUTES OF MEETING OF THE S.E.O.C.  
January 3, 1964

A joint meeting of the executive and school committees of the Suburban Building Officials Conference was held on Friday, January 3, 1964 at Nielsen's Restaurant in Elmwood Park.

**Present:** Chapman and Bartels, Oak Park;  
Scott, Brookfield; Israel, Downers  
Grove; Carlson, Kane County; Becker,  
Country Club Hills; Kopf, Homewood;  
Abrant, Lombard; Foose, Glenview;  
Carney, Mt. Prospect; Pethes, Maywood.

**Absent:** Faetz, Oak Lawn.

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It was moved by Carney, seconded by Kopf, that the Secretary be empowered to pay for the luncheon out of the Treasury of the Conference. The motion was passed.

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After some discussion, it was agreed that the Conference would hold three general meetings during the year 1964, besides the school institute programs and the Ladies Night party. It was moved by Carlson, seconded by Carney that these three meetings be held on the second Thursday of May, September and November, and that the meeting in November be designated as the Annual Meeting of the Conference. Motion carried.

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Discussion took place regarding the date for the Ladies Night party. It was moved by Foose, seconded by Carney that this party be held on a Friday night in October 1964, and that Bartels be authorized to negotiate the date with the Elmhurst Country Club. Motion was passed.

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President Chapman inquired of the committees their feeling about field trips during the year. Several trips were discussed and it was agreed that at least two field trips be arranged by Mr. Chapman at his discretion.

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The Committees then discussed the annual 1964 Training Institute Program of the Conference. Scott will act as Chairman of this program, and be assisted by the School Committee appointed at the last annual meeting by Mr. Chapman. The tentative agenda for the school was discussed and suggestions were made by members present.

It was moved by Pethes, seconded by Becker, that the School sessions be reduced to four in number and that they be held on Thursdays during the month of March. The motion was unanimously adopted. It was further agreed that the tuition fee remain as in previous years. The School committee will meet to arrange the program so that publicity can be given at an early date.

It was decided that Scott and Chapman, along with other members investigate the site for the school sessions. Several locations were suggested. They agreed to check on several locations during the week of January 6, 1964, and report their findings at our next meeting.

Respectfully submitted,

W. F. Bartels,  
Secretary

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MINUTES OF MEETING  
EXECUTIVE COMMITTEE OF S.B.O.C.  
Thursday - November 12, 1964  
Galvin-Moran Restaurant

**Present:** President Chapman, Vice-President Carlson,  
Secretary-Treasurer W. F. Bartels.  
Executive Committee.....Becker, Abrant, Foose, Scott & Kopf.

**Absent:** Committee Member Carney.

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The President asked for the Secretary-Treasurer's Report.

Secretary Bartels distributed copies of the Financial Statement of the Conference for period of September 1, 1964 to October 31, 1964.

Cash on Hand as of August 31, 1964	\$1,431.34
Receipts from August 31, 1964 to October 31, 1964	485.25
TOTAL	<u>\$1,916.59</u>
Cash Disbursements for same period	<u>1,547.44</u>
Balance	\$ 369.15
Accounts Receivable to October 31, 1964	<u>824.40</u>
Balance - October 31, 1964	\$1,193.55

It was moved by Mr. Becker, seconded by Mr. Kopf that the above Treasurer's report be accepted and approved. The vote was unanimous.

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President Chapman announced that the S.B.O.C. would again hold their annual training institute program in 1965. He then appointed Mr. Scott of Brookfield as Chairman of the School Committee, and Mr. Becker Co-Chairman. The balance of the Committee would be selected at a later date, and it was thought advisable to enlist Members of the Conference who had not participated in other activities.

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Mr. Foose outlined and reported for the Program Committee relating to the Ladies Night activities held last October 30, 1964. This report showed that the Conference had expended \$1,473.44 out of its treasury and had received \$756.00. The total expense to the Conference amounted to \$717.44. The report was unanimously accepted by all Members of the Executive Committee.  
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President Chapman reported that the Nominating Committee of the Conference had selected the following people to head the Conference for 1965.

President:	Donald Chapman	-	Oak Park
Vice-President:	Carl Carlson	-	Kane County
Secy.-Treasurer:	W. F. Bartels	-	Oak Park

**Executive Committee:**

Walter Abrant	-	Lombard
Richard Scott	-	Brookfield
George Foese	-	Glenview
Robert Kopf	-	Homewood
Ottmar Becker	-	Country Club Hills
Robert Bowen	-	Deerfield

Official action by the Conference would be taken on this slate of candidates before the full membership.

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Mr. Scott recommended that the Conference should endeavor to put on a membership drive during 1965, with the possibility of offering Associate Memberships in the Conference.

The President asked the Secretary to prepare a list of non-member communities so that some type of official action could be taken on this matter at a future meeting.

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Respectfully submitted,



W. F. Bartels,  
Secretary - Treasurer

MINUTES OF AN EXECUTIVE MEETING  
of the  
SUBURBAN BUILDING OFFICIALS CONFERENCE  
Village Hall - Oak Park, Illinois - December 15, 1964

**Present:** Abrant - Lombard; Becker, Country Club Hills;  
Kopf, Homewood; Carlson, Kane County;  
Foose, Glenview; Bowen, Deerfield;  
Scott, Brookfield; Chapman and Bartels, Oak Park.

**Absent:** Cantzler, Park Forest.

President Chapman stated that the reason for this meeting was to arrange for our school program for 1965. Dick Scott had already been appointed as Chairman of the School.

It was unanimously agreed that the school would be held on four Thursdays in March, namely the 4th, 11th, 18th, and 25th. Further study would have to be made for the location, but suggestions were made for the following: Galvin & Moran's, Hillside; Nielsen's, Elwood Park; The Drake, Oakbrook.

**Tentative Program for the 4 sessions: (No assignments made)**

- March 4, 1965 - Morning and afternoon sessions.**  
**Keynote Address:** President Chapman and Morris Stilphen, Village Manager of Deerfield.  
**Subjects:** Zoning, Enforcement Procedures, Plan review and Housing.
- Handwritten notes for March 4:*  
 9:00-10:15 (Abrant, Bartels)  
 10:30-12:00 (Bowen, Chapman, Scott, Foose)  
 PM - Plan review and Housing.
- March 11, 1965- Morning Session: Soil and Testing.**  
**Afternoon Session: Concrete**
- Handwritten notes for March 11:*  
 Becker - Hand? PCA  
 Kopf -
- March 18, 1965- Morning Session: Framing & Lumber.**  
**Afternoon Session: Gypsum & Masonry.**
- Handwritten notes for March 18:*  
 Scott  
 Cantzler
- March 25, 1965- Morning Session: Roofing, Gas & Electricity.**  
**Afternoon Session: 1964 S. B. O. C. Building Code Underwriters Lab. Distribution of Diplomas.**
- Handwritten notes for March 25:*  
 6:00-9:10/15  
 10:30-12  
 Chapman

It was moved by Mr. Becker, seconded by Mr. Kopf that Dick Cantzler be named Publicity Chairman of the School Sessions. Adopted.

It was moved by Mr. Foose, seconded by everybody that the Conference pay for the luncheon on this day.

*Merry Christmas!*

*Rice*  
W. F. Bartels,  
Secretary