

SBOC Executive Meeting

Tuesday, January 23, 1979 - Noon

Meeting called to order by President Hruby.

Roll call - Present: Hruby, Shanahan, Carlson, Pryce, Koziol, Madden.
Absent: Mankowsky, Smith

Minutes of the Executive Committee meeting of December 14, 1978 were read. Shanahan moved, Pryce 2nd the minutes be approved. Motion carried.

Hruby stated there was a correction to annual meeting minutes as the 2nd to the motion to nominate Hruby was made by Tom Hawk instead of John Cody. Shanahan moved, Pryce 2nd correction be made and minutes approved. Motion carried.

Carlson stated he had checked on Past Presidents and Wm. Bartels plaques and that they would cost approximately \$75 each plus 4¢ per letter. Shanahan moved, Madden 2nd plaques be placed in office of the current president and brought to all regular meetings, except field trips, for display. Secretary to check into easel for said display. Motion carried.

Hruby reported that school program for 1979 has been prepared with provisions for fees: \$40.00 for 4 sessions if registered by Feb. 21, 1979, \$50.00 after that date. With single sessions at \$10.00 if registered by Feb. 21, 1979 or \$12.50 after that date. Hruby to contact Dettmer for more details.

Hruby distributed list of committee appointments. Koziol moved, Shanahan 2nd list not be ratified. After some discussion, Koziol withdrew motion and Shanahan withdrew 2nd.

Hruby suggested Frank Madler to fill executive committee vacancy. Koziol stated he believed Rettenbacher should be kept on committee. Madden moved, Pryce 2nd Madler be approved as a member of executive committee. Motion carried.

Discussion which followed resulted in :

1. Madler be removed from Auditing Committee.
2. Salerno added to Auditing and removed from Legislative.
3. Carlson be appointed to Code Changes Committee.
4. Henderson appointed to Code Changes.
5. Madler be added to Code Changes.

Hruby asked for ratification of revised list of appointments (see list) and stated he believes chairman should call members listed and inform President and Secretary of any changes for preparation of new membership list. Pryce moved, Madler 2nd list, as revised, be approved. Motion carried.

Carlson moved, Shanahan 2nd meeting be adjourned. Motion carried.


Carl M. Carlson, Secy.-Treas.

CMC/clS

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Carlson moved, Shanahan 2nd meeting be adjourned. Motion carried.


Carl M. Carlson, Secy.-Treas.

CMC/clS

MINUTESCHARTER CHAPTER COMMITTEE MEETING
MONDAY, FEBRUARY 12, 1979
HOLIDAY INN JETPORT, ELIZABETH, NEW JERSEY

Meeting called to order by Chairman Wilbur H. Lind, at 9:15 a.m.

Each committee member present was asked to introduce themselves and their affiliation.

Those present were: Carl Carlson, Robert Gerds, Al Goldman, Owen Holden, Garland Moore, Carl Sourman, Robert Williams and staff liaison Clarence Bechtel.

Absent: David Smith and Robert Uhls. A quorum was present to conduct committee business.

The agenda was approved and generally agreed that the meeting should adjourn at approximately 3:30 p.m.

Chairman Lind detailed the purposes and charges of the committee. The primary purpose and objective is to develop programs and policies, to get greater involvement of Charter Chapters into the activities of BOCA, and to define the role of Charter Chapters with BOCA.

Chairman Lind moved on to Section 6, Affiliated Membership; of the by-laws. General discussion continued for some time and the consensus of the chairman and committee members was that by-law change was necessary and needed to clarify the position of Charter Chapters.

Chairman Lind appointed a sub-committee of the committee of the whole to study the by-laws and recommend changes to the by-laws as it concerns Charter Chapters. Chairman Lind appointed Al Goldman, chairman of the sub-committee, with members of Owen Holden and Robert Williams. They were asked to prepare their recommendations and present these to the entire committee in another meeting in the fall. In turn, the entire committee would make their final report available to the BOCA Executive Committee no later than January 15, 1980.

It was also suggested that those members present in Norfolk at the BOCA Conference in June, should meet and have the By-Law Sub-committee report on their progress. The date of Tuesday, June 26, at 1:40 p.m. at the Omni Hotel was tentatively scheduled. Mr. Bechtel, staff liaison, will schedule the meeting room, time and day prior to the Conference.

MINUTES

Charter Chapter Committee Meeting

Monday, February 12, 1979

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Mr. Cantor's letters and problems were discussed by Mr. Lind, Mr. Moore and other members of the committee. It was generally agreed that the problems were Virginia problems and do not affect BOCA and its relationship with the Virginia Charter Chapter or other chapters.

The committee then proceeded to identify some objectives and goals for both BOCA and Charter Chapters.

Immediate need from BOCA to Charter Chapters is a direct liaison person to the Charter Chapters at the BOCA office in Homewood. This person would be the contact person for all Chapters for all activities between BOCA and Charter Chapters. That person would be responsible for the coordination, information dissemination, assist in planning and implementation of those educational programs requested from BOCA and to generally lend aid to Charters.

The items of service that BOCA could possibly provide for Chapters are:

1. Direct liaison person between BOCA and Chapters,
2. Educational programs - seminars, development of continued education, etc.,
3. Printing and mailing of newsletters and bulletins for Chapters,
4. Representation at annual meetings of Chapters by President, officers and/or staff,
5. Serve as a clearing house for code administrators from Chapters who are seeking new employment or other contacts. and
6. BOCA could design questionnaire for Chapters and BOCA..

Items discussed that Chapters could assist BOCA with were:

1. Recommendations from Chapters for Committee work,
2. Resolution and recommendation for Executive Committee,
3. Provide communications for meetings that BOCA could announce for Chapters,

MINUTES

Charter Chapter Committee Meeting

Monday, February 12, 1979

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4. Each chapter should assign a liaison from Charter to BOCA for at least two-three years.
5. Schedule and carry on code changes on their own during current BOCA code changes schedule.

Recommendation was made by Mr. Williams to limit the entrance of Charter Chapters from any one state. This could create problems in the future for some Chapters.

The concensus of the Committee was to have the Chairman, Wilbur Lind, write to the President and request a moratorium on accepting Charter Chapters until the Committee has made its final report by January 15, 1980. Chairman Lind agreed to do so.

The next meeting site for the fall meeting was discussed and agreed upon that the next location not be the Newark area.

The meeting was adjourned at 3:00 p.m.

Respectfully submitted,



Clarence R. Bechtel
Staff Liaison

MINUTES

EXECUTIVE COMMITTEE

February 15, 1979 - SHARKO'S - 11:30 A.M.

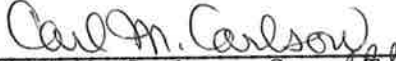
Meeting called to order by President Hruby.

Roll call. Present: Madden, Hruby, Smith, Carlson, Koziol, Mankowsky
Absent: Shanahan, Madler, Pryce

Hruby stated motion at January 23rd, 1979 meeting on ratification of committee appointments was seconded by Madden instead of Madler. Koziol moved, Mankowsky 2nd that minutes of 1-23-79 be approved as corrected. Motion carried.

Discussion was held on U.L. meeting which was postponed. Hruby will contact Walt Haas and suggest that it be held the 2nd or 4th week of April.

On motion made, meeting adjourned.



Carl M. Carlson, Secy. Treas.

SBOC - 4/19/79

12:30 P.M. - Sharko's

Meeting called to order by President Hruby. There were 43 persons in attendance.

Invocation by John Davis.


Dinner was served. Following dinner, President Hruby opened program by introducing Program Chairman Dan Whitesides, who in turn introduced the speaker, George Pattee. Mr. Pattee described DuPont Tyvek, a new product to be applied between sheathing and siding of a residence to prevent air infiltration.

Skoda presented matter of SBOC Constitution and By-Laws which required action of membership. (Copies had been mailed to members 11/28/78) Wes Rose moved, Ed Masso 2nd amendments to Constitution and By-Laws of SBOC be adopted. A unanimous vote was cast as moved. Secretary to seal copy of amended constitution for permanent record, and sign as adopted (with date).

Hruby introduced Mr. Cass Collins, President of HBA of GC, who in turn introduced Mr. Martin L. Bartling, Jr., Executive V.P. of HBAGC who distributed data relative to general membership meeting of HBAGC which will include an award to a building department in the Chicagoland area. Collins reported on said meeting and urged that all who possibly could, to attend on May 9, 1979 at Ramada O'Hare Inn.

Stan Henderson reported on state requirements for having a state-licensed plumber in each department and that he would testify in court on this matter involving Kane County.

There being no further business, meeting was adjourned.


Carl M. Carlson, Secy.-Treas.

CMC/clis

MINUTES OF EXECUTIVE COMMITTEE MEETING

May 10, 1979

Meeting called to order by President Hruby.

Roll call showed Hruby, Smith, Carlson, Shanahan, Pryce, Madden & Mankowsky present.

Hruby announced that he is moving to Buffalo Grove as Director of Building and Zoning. Hruby requested new stationery showing his new location. Committee agreed.

Mankowsky stated it is possible he may have to move away from the area because of health. He suggested Koziol be appointed as Chairman of School Committee if this is necessary, but to leave as is temporarily. Hruby requested that Shanahan monitor School Committee.

Minutes of April meeting. It was moved by Smith, 2nd by Shanahan that minutes be approved as submitted. Hruby stated no awards will be awarded at HBAGC meeting. Minutes were approved as corrected by deleting said statement referring to awards.

Financial report ending April 25, 1979 submitted by C.M. Carlson. He suggested that some funds should be deposited in savings account or certificate of deposit. Smith moved, Mankowsky 2nd financial statement be accepted and placed on file. Motion carried.

Smith moved, Shanahan 2nd secretary-treasurer check into best deposit method and invest \$3,000 for 4 to 6 months. Motion carried.

C.M. Carlson reported Triton College deducted handling costs. Committee agreed that books be sent with request for handling charges and further orders request cash in advance.

C.M. Carlson mentioned House Resolution No. 129 adopted 3-22-79 by Illinois House of Representatives honoring Thomas Rettenbacher for his service to his community and the building officials organizations together with educational program he organized. Mankowsky moved, Hruby 2nd Resolution be accepted and placed on file. Motion carried.

Dan Pryce requested a ruling on how much money will be allowed for gifts to be used for annual dinner dance meeting. Mankowsky moved, Shanahan 2nd that a maximum of \$1,000.00 be allowed for gifts. Motion carried.

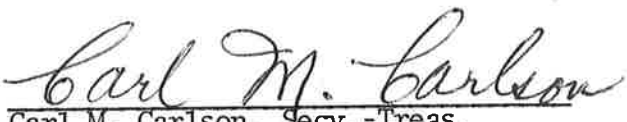
Shanahan reported C.M. Carlson has been appointed as a member of BOCA Charter Chapter Committee. He stated this committee would be meeting at the annual BOCA Conference in June at Norfolk, VA and believed Carlson should attend. Also that SBOC should provide part of expenses to attend said conference. Shanahan moved, Mankowsky 2nd that C.M. Carlson be allowed half of expense, not to exceed \$300.00 to attend BOCA Conference in Norfolk. Motion carried.

Hruby reported he would like to have Charles Hornaday and John Davis prepare a questionnaire to be submitted to SBOC membership. Forms to be returned to Hornaday at Glendale Heights and tabulated for complete information. Pryce moved, Shanahan 2nd project be approved.

5-10-79 Minutes Cont. (P. 2)

Hruby reported that Skoda desired to prepare a booklet giving past, present and future of SBOC. That he had called a meeting of Skoda, Abrant & Carlson and himself to discuss the matter. Smith suggested that Hruby write down exactly what he proposes to be contained in the booklet to determine if it would conflict with permanent history to be prepared by historian. Pryce moved, Mankowsky 2nd Skoda work with Publicity Committee to prepare a rough draft of proposed booklet. Motion carried.

Smith moved, Madden 2nd meeting be adjourned. Motion carried.


Carl M. Carlson, Secy.-Treas.

CMC/cls

STATE OF ILLINOIS
EIGHTY-FIRST GENERAL ASSEMBLY
HOUSE OF REPRESENTATIVES

House Resolution No. 129

Offered by Representatives Macdonald, Totten and Chapman

WHEREAS, Mr. Thomas F. Rettenbacher has devoted his talents and energies to the Village of Elk Grove Village in the capacity of Building Inspector since 1962 and as Building Commissioner since 1968; and

WHEREAS, Mr. Rettenbacher has held the responsibility for administration and enforcement of building codes and ordinances during the period of Elk Grove Village's greatest development; and

WHEREAS, The nation's largest industrial park is under Mr. Rettenbacher's able supervision; and

WHEREAS, Mr. Rettenbacher is a civic minded member and active participant in many groups including the Council of American Building Officials, the Suburban Building Officials, the Northwest Building Officials, the International Association of Electrical Inspectors and the National Fire Protection Association; and

WHEREAS, Mr. Rettenbacher, as Chairman of the Building Training and Education Committee of the Northwest Municipal Conference, established continuing education programs and the first State of Illinois credit course for code enforcement, thereby contributing to the understanding and advancement of the rules and regulations necessary for quality residential and commercial development; and

WHEREAS, Mr. Rettenbacher is an individual totally dedicated to professionalism in the field of inspection and code enforcement and is a strong advocate of training and education for career certification and advancement and thereby is a credit to the Village of Elk Grove Village, its surrounding communities and the field of building code administration; therefore, be it

RESOLVED, BY THE HOUSE OF REPRESENTATIVES OF THE EIGHTY-FIRST GENERAL ASSEMBLY OF THE STATE OF ILLINOIS, That we congratulate and commend Mr. Thomas F. Rettenbacher for showing the dedication and ability required to be an effective Building Commissioner; and, be it further

RESOLVED, That we wish him success in the future, not only as a civic officer, but in all his activities; and, be it further

RESOLVED, That a suitable copy of this preamble and resolution be presented to Mr. Thomas F. Rettenbacher, of Elk Grove Village, Illinois.

Adopted by the House of Representatives on March 22, 1979.


Clerk of the House


Speaker of the House

Suburban Building Officials Conference

CHARTER CHAPTER #7
BUILDING OFFICIALS & CODE ADMINISTRATORS, INTERNATIONAL, INC.
719 BATAVIA AVE.
GENEVA, ILLINOIS 60134

President:
FRANK E. HRUBY, JR., Buffalo Grove
Vice-President: -
PATRICK SHANAHAN, Hoffman Estates
Past President:
HOWARD G. SMITH, Dixon
EXECUTIVE COMMITTEE:
RICHARD KOZIOL, Glenview
ELDEN E. MADDEN, Yorkville
FRANK MADLER, Western Springs
BENJAMIN MANKOWSKY, Niles
DAN PRYCE, Oak Lawn

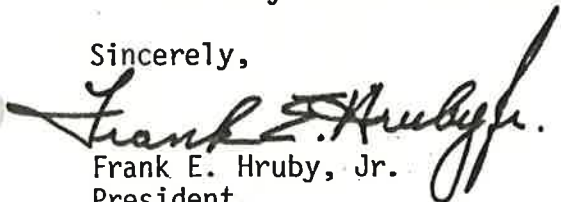
CARL M. CARLSON
KANE COUNTY
SEC. AND TREAS.

TO: SBOC Officers
SBOC Executive Committee
FROM: Frank E. Hruby, Jr., President
DATE: June 20, 1979
SUBJ: SBOC Executive Meeting

I have called this Executive Committee meeting at 11:00 a.m., on June 21, 1979, for the following reasons:

1. To discuss the outline of the booklet proposed by Elden Madden and Richard Skoda, copies of which have previously been forwarded to you.
2. To approve an expenditure for a professional photographer to take pictures of our officers and Executive Committee members of 1979.
3. To discuss the recommendation of Frank Madler, Program and Field Trip Committee Chairman, that a sum of \$75 may be appropriated for prizes for the annual golf outing. A copy of his recommendation to me is attached.
4. Whereas, all committee appointments have been made with the exception of the Nominating Committee, I am, therefore, submitting the following names for discussion and approval for said committee:
 - a. Richard Skoda, Chairman
 - b. Howard Smith
 - c. John Davis
 - d. Wes Rose
 - e. John Cody
5. Any further business.

Sincerely,



Frank E. Hruby, Jr.
President

FEH/cel

Attachment

RECEIVED JUN 13 1979

Suburban Building Officials Conference
 CHARTER CHAPTER #7
 BUILDING OFFICIALS & CODE ADMINISTRATORS, INTERNATIONAL, INC.
 719 BATAVIA AVE.
 GENEVA, ILLINOIS 60134

CARL M. CARLSON
 KANE COUNTY
 SEC. AND TREAS.

- President:
 FRANK E. HRUBY, JR., Darien
- Vice-President:
 PATRICK SHANAHAN, Hoffman Estates
- Past President:
 HOWARD G. SMITH, Dixon
- EXECUTIVE COMMITTEE:
 RICHARD KOZIOL, Glenview
 ELDEN E. MADDEN, Yorkville
 FRANK MADLER, Western Springs
 BENJAMIN MANKOWSKY, Niles
 DAN PRYCE, Oak Lawn

To: Executive Board - SBOC

- Subjects: 1. Brochure Outline
 2. Photographer

Gentlemen:

1. Enclosed is an outline of the booklet proposed by Past President Skoda. Richard and I met and concurred on the general make-up as presented. Due to my being on vacation in Minnesota during the June meeting, I have asked Mr. Skoda to appear at the Executive Meeting on June 21, 1979 to explain the various headings more fully.
2. President Hruby has requested that I obtain the services of a professional photographer in the near future to take photos of our President and Vice President as well as our Executive Board as a group to be retained in the files of the Association. Will you please consider the expenditure for this project?

Sincerely Yours,

Elden E. Madden

Elden E. Madden
 Chairman, Public Relations Comm.

- CC: President Hruby
 Vice President Shanahan
 Executive Comm. Members
 P.R. Comm. Members
 Richard Skoda

THE VILLAGE OF

RECEIVED JUN 13 1979

WESTERN SPRINGS



"America's Votingest City"

June 12, 1979

Mr. Frank Hruby
President, S. B. O. C.
Village of Buffalo Grove
50 Raupp
Buffalo Grove, IL 60090

Dear Frank,

My recommendation for the executive committee meeting would be that you request the sum of \$75.00 be appropriated for prizes for the annual golf outing.

Thank you for taking care of this matter.

Sincerely,

Frank J. Madler
bnj

Frank J. Madler
Assistant Commissioner
Village of Western Springs

FJM/bnj

SUBURBAN BUILDING OFFICIALS CONFERENCE

EXECUTIVE MEETING

Sharko's - 11:00 A.M. - 6/21/79

Meeting called to order by President Hruby.

Present: Hruby, Mankowsky, Pryce, Shanahan, Carlson & Koziol.
Henderson and Skoda also appeared.

BOOKLET - Discussion on publicity booklet. Matter of photographer for pictures discussed. Koziol stated he had equipment for taking pictures. Shanahan moved, Pryce 2nd Koziol be allowed expenses for photography work. Motion carried.

PRIZES FOR GOLF OUTING - Discussion on Madler's recommendation to supply \$75.00 for golf outing. Shanahan moved, Mankowsky 2nd that \$95.00 be allowed. Motion carried.

NOMINATING COMMITTEE - Hruby recommended following for nominating committee - Skoda, Chairman; Howard Smith, John Davis, Wes Rose, John Cody.

VACANCY - Ben Mankowsky moved, Koziol 2nd that Thomas Rettenbacher be appointed to fill vacancy left by resignation of Mankowsky, effective following July regular meeting. Motion carried. Hruby requested secretary to notify Tom Rettenbacher.

SCHOOL COMMITTEE - With B. Mankowsky's resignation a vacancy of chairman of school committee. Hruby moved, Koziol 2nd Pat Shanahan be appointed as Chairman of School Committee. Motion carried.

Shanahan reported Koester has resigned, leaving a vacancy of Chairman in Carnival Committee. No action taken.

Pryce reported dinner dance to be held at Executive West on Route 64 at 83 on October 12, 1979. Also that committee will be meeting soon.

Howard Smith entered meeting at 11:35 A.M.

MAY MINUTES - Minutes of May 10th, Mankowsky moved, Shanahan 2nd minutes be approved. Motion carried.

MEMBERSHIP - Carlson reported Winfield has joined. Mankowsky moved Pryce 2nd Winfield be approved as a member.

Stan Henderson appeared and recommended that SBOC should send a member to meeting of handicapped ordinance to be held Monday, June 25, 1979 at Ritz Carlton Hotel. Shanahan reported Dan Murphy was to attend. Koziol moved, that President bring matter to membership and appoint a representative and also ask volunteers to attend. Shanahan 2nd. Motion carried.

PUBLICITY BOOKLET - Skoda reported on proposed booklet. There was a question on use of logo. Shanahan was to contact Abrant to determine if he had a copyright on logo.

He further discussed proposed contents of book as outlined below

Publicity Booklet - 1979

Cover - SBOC Emblem (Acknowledgements - inside cover)

Picture of President with names of Executive Committee

SBOC President's Message

SBOC Goals

Calendar of Events

History: Past Presidents

Bartel's Award Winners

Directory

Skoda and Smith to contact Abrant on producing history of SBOC or to combine into proposed book. Koziol moved matter be referred back to committee to further check. Shanahan 2nd. Motion carried. Hruby voted no.

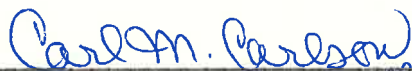
Mankowsky moved, Pryce 2nd meeting be adjourned. Motion carried.

REGULAR MEETING OF SBOC - 6/21/79

Following luncheon discussion on meeting for handicapped ordinance, Koziol moved, Shanahan 2nd that Dan Murphy represent SBOC at meeting on Federal Handicapped Ordinance to be held at Ritz Carlton Hotel on Monday, June 25, 1979. Motion carried.

Pryce moved, Henderson 2nd meeting adjourn. Motion carried.

Business meeting adjourned and program presented.



Carl M. Carlson, Secy. & Treas.

CMC/cls

BUILDING OFFICIALS AND CODE ADMINISTRATORS
INTERNATIONAL, INC.
17926 S. Halsted Street
Homewood, Illinois 60430

CHARTER CHAPTER COMMITTEE MEETING
Pittsburgh Airport-Room 254
Thursday, September 6, 1979

Present: Robert Uhls, Oklahoma; Carl Sourman, Pennsylvania; Owen Holden, New Hampshire; Al Goldman, Missouri; Dave Smith, Ohio; Carl Carlsen, Illinois; Bob Gerds, Michigan; Garland Moore, Virginia; Dick Lawes, and Clarence Bechtel.

Absent: Chairman Wilbur Lind and Robert Williams, New Jersey.

Until by-law changes are approved by the active membership the following requirements will be necessary for a group to qualify as a BOCA Chapter:

1. Constitution-by-laws must be submitted and accepted.
 - a. Not in conflict with BOCA's constitution and by-laws.
 - b. Purpose of the Chapter should be the advancement of the enforcement, administration, and development of codes. Professionalism.
2. Must be an established organization.
 - a. Non-profit; registered as state statutes require.
 - b. Financially stable.
 - c. Define geographic area covered by applying group.
3. There should be two classifications of Chapters.
 - a. State Chapter.
 1. Should represent a majority of jurisdictions in the state which enforce codes.
 2. Must meet at least once a year.
 - b. Regional Chapter.
 1. Should represent at least 4 or more jurisdictions which enforce codes.
 2. Must have at least 4 meetings a year.
 - c. Education.
 1. 50% of the minimum required meetings shall be educational.

WHAT BOCA CAN DO FOR CHAPTERS

1. Provide at least one BOCA staffed and sponsored educational seminar annually or by:
 - a. Complimentary basis.
 - b. At additional costs (room-meals, and transportation).
 - c. At our regular daily rate, plus related costs. (350.00 per day, transportation, room, meals, etc.).

2. Printing of newsletters or bulletin.
3. Organizational advice.
 - a. Drafting of by-laws.
 - b. Non-profit status.
 - c. Programs-speakers.
 - d. Miscellaneous.
4. Staff assistance for mini-code change hearings.
5. Political action information/advice.
6. Provide standards on request/library.
7. BOCA to provide complimentary copy of the basic building code to new members of chapter. (Chapter to provide names, address, etc., of new members).

WHAT CHAPTERS CAN DO FOR BOCA

1. Promote membership and adoptions of codes.
2. Promote uniformity of enforcement of codes by training and education of its members.
3. Disseminate information for BOCA.
4. Encourage code changes review before BOCA public hearings.
5. Have available for BOCA Task Force persons with the expertise to take on AD HOC work.
6. Speakers for other chapters.
7. Provide BOCA with current up-to-date membership rosters.
8. Make recommendations as a Chapter to:
 - a. Code Changes committees.
 - b. Executive committee nominations.
 - c. Code changes committees members.
9. Provide BOCA Chapter minutes of each meeting.

Meeting adjourned at 1:15 P.M.

MINUTES OF CHARTER CHAPTERS COMMITTEE MEETING

Room 254 - Pittsburgh Airport

September 6, 1979

Members Present: Carl M. Carlson, Illinois; Robert Gerds, Michigan; Al Goldman, Missouri; Owen Holden, New Hampshire; Garland Moore, Virginia; David Smith, Ohio; Carl Sourman, Pennsylvania; staff members Clarence Bechtel and Richard Lawes.

Absent: Chairman Wilbur Lind and Robert Williams, New Jersey.

Meeting started at 10:10 A.M. with the Executive Director as the acting chairman in the absence of Chairman Lind. The committee present was brought up to speed on recent actions to create a By-Laws Committee comprised of some of the members of the Charter Chapters Committee to study membership classifications, chapter status and Executive Committee representation.

Chapter requirements was discussed and it was felt that to be a chapter each group that makes application should be required to meet certain qualifications such as:

1. Submit their Constitution and by-laws for acceptance.
 - a. These should not be in conflict with BOCA's Constitution and By-Laws.
 - b. Purpose of the applying chapter should be the advancement of the profession.
 - c. Chapter membership should be open to all who administer, enforce and develop codes.
2. Chapter should be a established organization.
 - a. Non-profit, registered by state as statutes require.
 - b. Financially stable.
 - c. Application should state geographic area covered.
3. Chapter to qualify either as a State or Regional Chapter.
 - a. State Chapter must have a minimum of one (1) meeting annually.
 - b. Regional Chapter must have a minimum of four (4) meetings annually.

MINUTES OF CHARTER CHAPTERS COMMITTEE MEETING
September 6, 1979
Page 2

- c. 50% of the minimum number of meetings must be educational in nature.
- d. State Chapters should represent a majority of jurisdictions in the state which enforce codes.
- e. Regional Chapters should represent four (4) or more jurisdictions and have a minimum of 20 active members who represent local governments.

The Committee discussed next what BOCA could do for Chapters.

1. At least one BOCA sponsored educational seminar (one day) annually at no cost.
 - a. Additional seminars upon request at partial cost (room, meals and transportation).
 - b. Additional seminars at full cost (lecture fee, transportation, etc.).
2. Printing of Chapter's newsletter or bulletin.
 - a. Chapter to pay for own postage.
3. Staff assistance for Mini-Code Changes hearings - code change volumes, etc..
4. Organizational assistance/advice.
 - a. Drafting of by-laws.
 - b. Advice on non-profit requirements.
 - c. Educational (provide suggestions for programs and speakers).
 - d. Other.
5. Political action information/advice.
6. Standards library (BOCA to maintain and have available standards listed in codes).
7. BOCA will provide a complimentary copy of the Basic Building Code to new chapter members.

MINUTES OF CHARTER CHAPTERS COMMITTEE MEETING
September 6, 1979
Page 3

The Committee discussed next what Chapters can do for BOCA.

1. Promote membership into BOCA.
2. Provide a resource for BOCA instructors.
3. Disseminate information.
4. Encourage code review of code changes prior to scheduled public hearings.
5. Speakers for other chapters.
6. Task force groups within an area or region based on expertise for BOCA Ad Hoc Committees, etc..
7. Provide input and recommendations on:
 - a. Proposed code changes.
 - b. Code Changes Committee members.
 - c. Executive Committee representation.
8. Provide BOCA with current membership rosters.
9. Provide BOCA with copies of Chapter minutes.

Meeting adjourned at 1:30 P.M..

Respectfully submitted,



Richard Lawes, Staff Liaison

RL/kb

cc: RHALaudenslager
WHLind
WDunlop
PKHeilstedt
CRBechtel
RLawes
Charter Chapters Committee Members ✓

EXECUTIVE BOARD MEETING
S.B.O.C.
September 20, 1979

Members Present: Frank Hruby, Jr., Patrick Shanahan, Howard Smith,
Tom Rettenbacher, Frank Madler, Dan Pryce, KOZIOL, MADDEN

Members Absent: Carl Carlson

Mr. Richard Skoda, Chairman of the Nominating Committee presented the slate for the coming year as follows:

President	Patrick Shanahan
Vice President	Richard Koziol
Past President	Frank Hruby
Secretary-Treasurer	Carl M. Carlson
Executive Committee	Elden E. Madden
	Frank Madler
	Dan Pryce
	Tom Rettenbacher
	Al Glienke

Discussion was held pertaining to having an assistant or deputy secretary-treasurer to handle meetings when Carl Carlson is absent. Motion to approve made by Howard Smith; seconded by Tom Rettenbacher. Motion approved.

President Hruby suggested that the membership receive a copy of the slate prior to the November meeting. The suggestion was approved.

The Bartels Committee met Tuesday, Sept. 17 and have recommended an award.

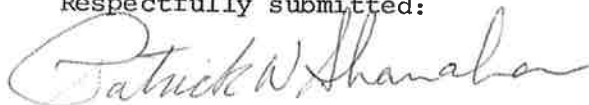
The Chairman of the Annual Dinner Dance, Dan Pryce, requested an additional \$40 for the dinner dance: request approved by the Executive Board.

At the meetings of July and September Pat Shanahan collected \$475. A certified check will be sent to Carl Carlson, Secretary-Treasurer. Badges for officers were distributed Sept. 20. The Treasurer was requested to order one for Tom Rettenbacher as his was missing.

Motion made to adjourn by Howard Smith; seconded by Frank Madler: approved.

Meeting adjourned.

Respectfully submitted:



Patrick W. Shanahan
Vice President

PWS:jk

SBOC Executive Meeting
October 18, 1979
Sharko's - 3 P.M.

Meeting called to order by President Hruby.

Present: Hruby, Madden, Shanahan, Pryce, Koziol, Madler, Carlson.

Absent: Rettenbacher, Smith

Wes Rose attended and made a report on some of the expenditures for dinner dance, which included \$2,508 for 132 dinners, plus \$100 for bar being open an extra half hour and \$325 for band plus \$100 for one extra hour. Shanahan moved, Madler 2nd expenditures be approved. Motion carried.

Minutes of executive meeting held on September 20, 1979 were presented for approval. It was noted that minutes did not show Koziol and Madler as having attended. This was corrected. Koziol then moved and Madler 2nd minutes be approved as corrected. Motion carried.

President Hruby requested that letter showing nominations to be considered at annual meeting and SBOC questionnaire be included with mailing of regular meeting notices for November and that questionnaire include notice to return completed form to Charles Hornaday at Glendale Heights.

Hruby also suggested each member of Executive Committee give a brief report on duties fulfilled during the past year.

Discussion was held on whether to order an identification pin for Tom Rettenbacher following which Shanahan moved and Koziol 2nd that no pin be ordered at this time. Motion carried.

Minutes of June 21, 1979 meeting were presented for approval. Koziol moved and Madden 2nd they be approved. Motion carried.

Hruby stated that proposed book project as presented at June Executive meeting, has been abandoned.

Secretary presented expense account for attendance at BOCA Annual Meeting. SBOC had allowed half of expenses not to exceed \$300.00 and this was the amount shown on a total of \$622.60. Shanahan moved, Pryce 2nd expenditure of \$300.00 be approved. Motion carried.

Secretary reported that eleven members, as follows: Chicago Heights, Lincolnshire, Melrose Park, Naperville, Oak Forest, Posen, Palatine, Westmont, Western Construction, National Cellulose, Red Seal Homes: have not paid 1979 dues and that letters removing them from membership list would be sent.

Secretary reported on ICCA proposal to increase dues by \$5.00, said increase to be forwarded to ICCA. This would thus include each member in the membership of ICCA. Some discussion was held during which it was proposed that President Joel Webb of ICCA be invited to attend December meeting of SBOC.

Hruby requested that secretary submit a report on activities at BOCA conference for regular December meeting.

There being no further business, Madden moved, Shanahan 2nd, meeting be adjourned. Motion carried.

CMC/clb


Carl M. Carlson, Secy.-Treas.

SBOC Executive Meeting
November 15, 1979
SHARKO'S - 11 A.M.

Meeting called to order by President Hruby.

Present: Pryce, Madler, Shanahan, Koziol, Carlson.

Absent: Madden, Rettenbacher, Smith.

Auditor's report given by Mike Little. ^{attached} Shanahan moved, Pryce 2nd report be accepted. Motion carried.


Hruby requested secretary to send copy to each member of executive committee.

Madler moved, Pryce 2nd that executive committee minutes of October 18, 1979 meeting be approved. Motion carried.

Hruby requested Pat Shanahan to report on school committee activities. Bill Gerbosi and Dan Murphy attended meeting as members of school committee. Each reported briefly on various proposed portions of the 1980 Training Institute, as did Koziol, also a member of the school committee. Pryce moved, Madler 2nd executive committee approve tentative program as outlined for school. (~~attached herewith~~) Motion carried.

Hruby reported on legality of using inspectors in towns and cities other than where they are employed, in case of disaster. He stated that an attorney is to provide data on this matter at a later date.

There being no further business, the meeting was adjourned.



Carl M. Carlson, Secy.-Treas.

CMC/clS

SBOC ANNUAL MEETING

November 15, 1979 - Sharko's

Meeting called to order by President Hruby.

Seventy-nine (79) persons present, including speaker.

Secretary made a report on finances and general information.

Mike Little made auditing committee report (attached hereto).

Becker moved, Cody 2nd treasurer's report be accepted. Motion carried.

Hruby called on Pat Shanahan and reported he was chairman of membership committee. And he is also a member of code committee.

Koziol reported he was chairman of code changes committee, disaster and special services committee. He stated some meetings were held and work was being done on all phases required by the committee.

Madler reported as chairman of program committee.

Pryce reported as chairman of dinner dance committee.

Skoda called on past presidents, as follows, to make a short report:

Buell Dutton, Carl M. Carlson, Hank Becker, Dick Skoda, Bob Kopf, Mike Little, Walter Abrant (mentioned ICCA annual conference and distributed application blanks for that organization), Fritz Ackmann.

Skoda reported nominating committee recommendations as follows:

President - Pat Shanahan	Executive Committee:
Vice President - Dick Koziol	Madden, Madler, Pryce,
Past President - Frank Hruby	Rettenbacher, Glienke
Secy.-Treas. - Carl M. Carlson	

Hruby called for nominations from the floor - three times. Dan Murphy moved, Joe Pecarrara 2nd that secretary cast a unanimous ballot for slate of officers as recommended. Motion carried.

President-elect Shanahan called for team effort on the part of all members.

Madler introduced David Regan, Field Director of IMRF, who presented a very interesting program on status of IMRF pension plan and funds. He also answered several questions from members.

Following program, meeting was adjourned.



Carl M. Carlson, Secy.-Treas.