

# ***Suburban Building Officials Conference***

## ***Meeting Minutes***

January 15, 2015

### **I. Call to order**

Don Fredericks called to order the SBOC Board meeting at 11:25 AM in Lombard.

### **II. Roll call**

Don Fredericks conducted a roll call. The following persons were present: Rob Wierzba, Don Fredricks, Keith Steiskal, Eric Alwin, Carl Heinze, Carl Heinze, and Roy Giuntoli. Also present from the ICCA board and SBOC Webmaster, Lonnie Spires and Bob Neil from ICC.

### **III. Approval of minutes from last meeting**

Approved through e-mail

### **IV. New Business**

- a) Don Fredericks opened up conversation about the SBOC Spring School including printing the event flyer, and mailing of the flyer. Rob Wierzba made a motion, second by Carl Hienze to pay a maximum of \$800.00 for the printing and mailing of the SBOC Spring School flyer and registration form. All board members present voted to approve the measure.
- b) Carl Heinze made a motion, second by Roy Giuntoli to approve \$500.00 for one speaker and \$1250.00 for another speaker another week for the SBOC Spring School. All board members present voted to approve the measure.
- c) Keith Steiskal asked the board if he could expand the amount of vendors at the SBOC Spring School to include Belfor and similar businesses that our industry calls on. There was no opposition.
- d) Eric Alwin stated that the SBOC storage locker lease is up for renewal, and further explained the details of the lease and needed space. Roy Giuntoli agreed to obtain an additional quote.
- e) Don Fredericks opened discussion about the SBOC Picnic. Eric Alwin agreed to check availability for the third and fourth Saturday and Sunday in July.
- f) Don Fredericks asked for an update on the Food Pantry and Wounded Warriors SBOC donation. Rob Wierzba agreed to check into those.

- g) Don Fredericks is going to contact Dan Westergaard to obtain more information about the SBOC scholarship. Specifically to make sure the scholarship is for construction/code related classes rather than English, speech, etc.
- h) Don Fredericks asked if the board would consider paying \$150-\$300 for a monthly presenter. The Board was not in favor.
- i) Board discussed and agreed that on March 13<sup>th</sup> at the SBOC Spring School SBOC would invite the Fell Stehman (ICCA President), Margaret Vaughn (ICCA and SBOC lobbyist), and Ron Hoover (ICC board rep. for Illinois) to speak to the audience of the Spring School and attend the ICCA board meeting. Bob Neil (ICC Rep. for Illinois) will be invited to come on March 27<sup>th</sup> to speak to the audience.

#### **V. Adjournment**

Rob Wierzba made a motion to adjourn, Carl Hienze second the motion, and all board members present voted to adjourn the SBOC board meeting at 12:05 PM.

Minutes submitted by: Keith Steiskal

Minutes approved by:

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Minutes submitted by: Keith Steiskal

Minutes approved by:

# ***Suburban Building Officials Conference***

## ***Meeting Minutes***

February 19, 2015

### **I. Call to order**

Don Fredericks called to order the SBOC Board meeting at 11:00 AM in Lombard.

### **II. Roll call**

Don Fredericks conducted a roll call. The following persons were present: Dan Buonamici, Keith Steiskal, Bill Hudson, Carl Heinze, Eric Alwin, Rob Wierzba, Joe Torres and guest Bob Neale from ICC.

### **III. Approval of minutes from last meeting**

Minutes submitted via e-mail

### **IV. New Business**

- a) Eric Alwin was to turn over the old banners to Bill Hudson so as Bill could obtain pricing for three new banners. Once Bill receives pricing, a vote will be conducted by all board members through e-mail.
- b) Don Fredericks asked who would be available to go to the storage locker and pick up all the items necessary for the upcoming spring school. Rob Wierzba volunteered. Don is to bring the new 60<sup>th</sup> anniversary pins.
- c) Don Fredericks asked if anyone could take pictures at the spring school; Rob Wierzba volunteered.
- d) Don Fredericks asked Bill Hudson and Carl Heinze to produce a monthly presenters schedule to be made available by no later than the March board meeting.
- e) Don Fredericks asked for a review of which additional speakers would be present at the upcoming spring school and who would the board be meeting with. The schedule is as follows:
  1. Week One- No additional speakers or meetings
  2. Week Two- Ron Hoover of ICC will speak to the members at some point, most likely towards the end of the morning session. The executive board will meet with the ICCA board and all other chapter memberships that are present or phone in. Lobbyist Margret Vaughn will be present and will also address the membership either before or after Ron Hoover.

3. Week Three- The executive board will meet with the Home Builders association (NIHBA). In addition the board will conduct the monthly business meeting in which Dan Westergaard will provide an update on the scholarship program.
  4. Week Four- Bob Neale from ICC will provide a brief update of ICC activities to the membership, most likely at some point during the morning session.
- f) Keith Steiskal presented update on ICCA activities which are as follows:
1. ICCA is working on legislation to make state agencies accountable for notification when proposing any type of changes, especially those that affect local building departments.
  2. Keith reminded everyone that local government must report any or all code adoption and local ordinance changes to the Capitol Development Board
  3. The IDPH is ready to litigate against any unit of local government who does not follow the new state plumbing code.
  4. All ICCA membership chapters have paid dues. The SBOC was the first to pay dues which appeared to have paved the way for all other chapters to follow suit.
- g) During the meeting, Bill Hudson was able to secure pricing for the printing of the presentation for week one of the spring school. The total cost was \$1,100; Keith Steiskal motioned to approve, Eric Alwin second the motion, all board members in favor, motion was passed.
- h) Don Fredericks asked for an update for donations in which Treasurer Eric Alwin stated that the SBOC had made donations to the Wounded Warrior Project and the Food Pantry as discussed back in the October 2014 monthly business meeting. Don mentioned that the SBOC had also donated \$250.00 to the Morton Arboretum in memory of Executive Board Member; Dan Buonamici's mother who had recently passed away.
- i) Don Fredericks asked for volunteers to coordinate the annual picnic in July. Rob Wierzba volunteered to contact Uncle Bub's for a price quote for catering and Dan Buonamici volunteered to work on the flyers. Treasurer Eric Alwin will supply dates of availability for Costaldo Park in Woodridge at the March business meeting.
- j) Don Fredericks asked for volunteers to set up the annual golf outing in August in which Dan Buonamici volunteered and will seek assistance from other board members as needed.

- k) Don Fredericks asked for confirmation of speakers for the April monthly meeting. Carl Heinze will speak with Don Plass and confirm him as a speaker and provide this information at the March business meeting.
- l) Bob Neale from ICC performed a swearing in ceremony to include oath of office to Bill Hudson who is now officially Vice President of the Suburban Building Officials Conference

**V. Adjournment**

Don Fredericks asked for a motion to adjourn; Bill Hudson made a motion to adjourn, Dan Buonamici second the motion, and all board members present voted to adjourn the SBOC board meeting at 12:00 PM.

Minutes submitted by: Rob Wierzba

*Minutes approved by: Don Fredericks*



# ***Suburban Building Officials Conference***

## ***Meeting Minutes***

April 16, 2015

### **I. Call to order**

Don Fredericks called to order the SBOC Board meeting at 11:04 AM in Lombard.

### **II. Roll call**

Don Fredericks conducted a roll call. The following persons were present: Dan Buonamici, Keith Steiskal, Bill Hudson, Roy Giuntoli, Carl Heinze and Rob Wierzba.

### **III. Approval of minutes from last meeting**

Minutes submitted via e-mail

### **IV. New Business**

- a) Don Fredericks opened discussion about the past training institute and asked if anyone had any suggestions or feedback to improve and streamline the program.
- b) Bill Hudson and Eric Alwin had spoken previously about engaging a third party agency for handling all aspects of registration to include the collecting of the all payments associated with such. Don Fredericks stated that the board can consider utilizing an outside firm, but will need to see a financial statement report from the treasurer so as future discussion on the matter can take place.
- c) Don Fredericks asked Bill Hudson and Carl Heinze to keep working on the monthly presenters to close out the year and in addition; asked Bill Hudson to provide an updated training schedule prior to the May board meeting.
- d) Don Fredericks opened a discussion on the selected caterer (Uncle Bub's of Westmont) for the upcoming July picnic. Don asked for a motion to limit the amount spent on catering to \$2,000 which includes tips for the servers; Bill Hudson submitted motion, Carl Heinze provided second, all board members present approved; motion passed.
- e) Don Fredericks asked for a review of the 3rd annual picnic setup which is as follows; start time 11:00 am, end time 5:00 pm with food service starting at 2:00 pm (subject to change). It was discussed that no changes were to be made to the proposal as developed between Rob Wierzba and Uncle Bub's
- f) Discussion was brought up by Rob Wierzba regarding buying gifts for the picnic such as in years past which consisted of Frisbees and whiffle balls and bats for the children. Don Fredericks suggested a budget of \$150.00. Bill Hudson submitted motion; Roy Giuntoli submitted second, all board members present approved; motioned passed.

- g) Keith Steiskal presented update on ICCA activities which are as follows:
  - 1. ICCA reached out to DeKalb County to see if they needed assistance with the tornado damage assessments. The county declined any assistance at this time and will let ICCA and SBOC know when help is needed.
- h) Don Fredericks opened up a discussion for suggestions on gifts to replace the depleted supply which is given out to guest speakers and used for raffle prizes. Don suggested SBOC binders as like we have had in the past. Bill Hudson suggested stocking caps with scarves. Keith Steiskal suggested aluminum travel mugs. Roy Giuntoli suggested we all perform research on our own and have ideas ready for the May meeting, all board members present agreed.
- i) Don Fredericks asked for suggestions for door prizes for the upcoming 70<sup>th</sup> year anniversary of the organization that can be given away at next year's spring school. Bill Hudson suggested coffee style mugs with the SBOC logo and stating 70 years of excellence. All present agreed with the idea. Don suggested more research before a final decision is made.
- j) Don Fredericks asked for a scholarship update; however none has been received at this time from Dan Westergaard.
- k) Keith Steiskal presented a new bi-law change that would allow board members certain exclusions for payment of meetings and is simply offered as an incentive for becoming an executive board member. Discussion excluded board members from paying at major events such as the annual spring school and Don Fredericks instructed Keith to work on a more clear language stating such. This language would be in addition to language that already exists under section 3.7 of the current SBOC bi-laws. Bill Hudson motioned to bring this matter to vote at the annual business meeting; Roy Giuntoli provided second, all board members present approved, motion passed.

## **V. Adjournment**

Don Fredericks asked for a motion to adjourn; Bill Hudson made a motion to adjourn, Dan Buonamici provided second, all board members present approved to adjourn the SBOC board meeting at 11:51 am.

Minutes submitted by: Rob Wierzba

Minutes approved by: Don Fredericks

06/18/15 SBOC MTRT 11:45 12-10

- MTD Presentation Locked in Tim NG
- Picnic Purchase gifts / Toys

Bob Price Limit / cap

Keith. <\$200 e picks

Motion < 250 on Gifts 2nd

- Me possible Conflict
- Flyer to be set out again -
- First Pres. Invite to Picnic

- Joe to send a ASAP

- Mary Jo to mail a CMC / DAN

- IECC Connie update

→ e Keith to send core Password -

- Pres to keep + PZ / on 9 9 9

- Mary + Marybeth push PZMB ~~that~~ Amendment for MTLs

\* - Not "Certified" but use number pad

- Golf Flyer <sup>instead</sup> out w/ 1 week

- First Pres. Lunch

- Ann Board to attend to 1

- 70 Years of Service -

\* - I'll use card app + get logo to  
them + get price + email group

- Retired Person fees?

→ BI (as) changes to be voted on

→ New charge for 2 charge by Keith in Sept

- STATE FOR 2016

- DON to volunteer w/ Darren w/ IECC Comic MTR

- Bob's need Retire 07/15/15 -

\* New B-MATE  
CARLS \*

# ***Suburban Building Officials Conference***

## ***Meeting Minutes***

September 17, 2015

### **I. Call to order**

Don Fredericks called to order the SBOC Board meeting at 11:00 AM in Lombard.

### **II. Roll call**

Don Fredericks conducted a roll call. The following persons were present: Dan Buonamici, Keith Steiskal, Roy Giuntoli, Carl Heinze and Rob Wierzba. Also in attendance was the new ICC Representative; Tim Schmidt and prospective board member; Archie Tolar

### **III. Approval of minutes from last meeting**

Minutes submitted via e-mail

### **IV. New Business**

- a) Don Fredericks opened discussion regarding the monthly training and stated that Bill Hudson has worked very hard and has training set up into February of 2016.
- b) Don Fredericks asked for an update on the annual business meeting and holiday party, in particular if the venue has been locked in. Dan Buonamici stated we should be fine but will confer with Eric Alwin.
- c) Keith Steiskal presented update on ICCA activities which are as follows:
  1. Jeff Stehman will be stepping down as president of the organization at the end of his term. No replacement has been selected and the election for all positions will be in January of 2016.
  2. Keith Steiskal suggested we reach out to Northwest BOCA and try to find willing candidates for representation on the ICCA board as there is already strong representation from southern communities.
- d) Don Fredericks opened up discussion regarding the Past Presidents luncheon. Dan Buonamici stated that he had confirmed the arrangement with Maggiano's in Oak Brook for Friday, November 13, 2015 from 1100-1430 hours. Don had asked if a decision had ever been made to allow all current board members attend. Rob Wierzba motioned to allow all board members to attend all upcoming past president luncheons, Roy Giuntoli provided second, all board members present approved, motion passed.
- e) Don Fredericks asked for an update on the mugs. Roy Giuntoli has placed the order utilizing the capped amount previously authorized by the board through e-mail.

- f) Don Fredericks opened up discussion regarding the purchasing of gifts for the upcoming holiday party. Rob Wierzba will work with Dan Buonamici to come up with a list of items that can be discussed at the next board meeting.
- g) Don Fredericks asked all board members to think about what positions (if any) they would be interested in serving on next year's board. This item must be finalized by the October meeting.
- h) Don Fredericks opened discussion regarding the 2016 training institute. Keith Steiskal volunteered to contact Ron Lynn from Clark County, Nevada and find out if he would be interested in speaking. Carl Heinze suggested permit technician classes of some type for at least a half day class. ICC rep, Tim Schmidt stated he would provide some information on these types of classes.
- i) Don Fredericks will be attending the annual ICC conference in Florida. Don had asked the board what a reasonable meal budget per day would be. Discussion produced \$50.00 per day meal budget. Rob Wierzba motioned, Dan Buonamici provided second, all board members present approved, motion passed. Don will produce all receipts to Treasurer; Eric Alwin.

#### **V. Adjournment**

Don Fredericks asked for a motion to adjourn; Rob Wierzba made a motion to adjourn, Carl Heinze provided second, all board members present approved to adjourn the SBOC board meeting at 11:55 am.

Minutes submitted by: Rob Wierzba

Minutes approved by: Don Fredericks

Oct 15, 2015 530c Meetings

Don, Roy, Bill, Joe, Keith, Rob, Eric

come later

- call to order 1102 1103

1) Bill provided list of monthly presenters into 2016. Bill discussed about round table meetings. Dan uses 3rd party to start with. Don Bill suggested ask Rick to join us. Dan will have base with Rick - Dan asked for confirmation.

2) Hillary Farby, Fri Dec 18th - Gifts  
Don gave direction for each member to come up w/ 2 ideas each.

3) Keith - Eva / Don Reached out to Mo - did not hear back re: board members  
Need updated memo from IDPT outlining planning Rules. - Need to reach out to chapters to fill positions

4) Don Hunted Don for past Pres. Candidates  
Further discussion on gifts

\$30 - Dan - Weather radios - Bin 2nd

to get 150 @ 35 a piece  
175 #6175 - Roy Volunteers to purchase

6) Dan - write from Joe - Web site

VP and running - Joe needs items to

put on - Don ~~starts~~ & approves

content 5887-7.com

Can use mobile

7) Don - Discussion on how many meetings from B.H.

Bill - discussed regarding Don phase

Don stated - All past presidents and all

retired Boarding officials can be honorary members

Will with some changes to next meeting

2016

8) Don - President

Ray - Vice

Eric - Trust

Don - Past President

Audre - Cnl, Soc

Kent, Bill

← 'Tuck Dept

Pos + Alternates

9) Finalize March School - See Attached provide  
Bill to take care of printed provide

10) Cnl helps

B.H. 1st } Action  
Per 2nd }  
Adjourn

**\*** = ACTION Needed

10/15/15 - SBAC OCT MTR

- Don, Bill, Rob W, DAN, Keith, Joe, Roy

1) 2015 UPDATES CHARGES - DAN Use TPI + 10 BPTERM TO UPDATE.

DAN - DAN to reach out to Rick e BR for updates  
Per 11/19/15 MTR -

2) DATE ^ 12/11/15 ^  
eric has DATE ^

**\*\***

Gifts = Rob - suggests we come up w/ 2 ideas!

3) Keith ICCA - Asked for UPDATED menu w/ memo

BU meetings w/ Tim Smith

4) DAN THANKS for your work

5) ERIC MIA...

6) Gifts - folders/eric

PAID MTR MAX \$5.00 per + A/O 1st Price Break

~~-\$3500~~ → ~~7000~~ **\$6.25**

RADIO ^ 170 PCS MAX ^

**\*\***

Roy + PA

← changes to site  
- 2016 Rates Feb 1st  
- Holding Party After

**\*\***

7) website - photos Pres. Joe's photos

↳ copy on website addresses

8) Honoring

1) motion to make Honoring numbers - @ AN. MTR

+ 2) - No lunch fee for active members

Keith to bring language next MTR

9) = positions

im up + change of programs

I RSUP'D FOR 3 TO Holiday Party

- ROT
- Rob
- DAN
- DAN
- ERIC
- KATH-
- Bill

11/19/15

SPOC MTG

11:34

12:05

1) Holiday Party

- GIFTS

AS OF 3 ACCTS

- ① CHECK PRIMARY
- ② " BLU NEEDED
- ③ - SAVINGS

2) \$ AVAILABLE \$'s = 10/30/15 \$68,171.05

↳ Some STREETS written since ↑

- Current 61,000 (+/-)

\* - RESPOND INQUIRY

bits - Target, ~~Best Buy~~, Home Depot

↓ 10 @ 25
2 @ 50
1 @ 100
<hr/>
400 450

Home Depot  
10 @ 25  
250

700 GIFT CARD

- GCAC 200
- TU 400
- BLU 70
- Smok 200
- Plant 200

- Eric Keep 2 DAYS OF School Fees IN FIELDS MIN  
An else is OK to consider spending.

- max Budget @ Gift \$2000 go

TENT  
14900  
APPROX

Bill 1st Eric 2nd

- MS FANNIE MAY CANDY -

- Bill Poinsettias (12) min 1 Pot TABLE 10 Per MAY \$12000

- Grand Prizes - TV (400 MAX), Smoker (200), <sup>SMART</sup> Blue Ray (70 MAX)

32) ICEA - Keith

STATE CODE TASKS-

- Possible APPRENTICESHIP

- MARGARET: energy code Delay 4/11

↳ EDUCATING

- Rob is Keith's BU  
I'll BU Rob  
w/ test

43) ADDRESS / BARTALS - CHUCK KESSLIN

DONATED, PARTICIPATED

1<sup>ST</sup> RB 2<sup>ND</sup> ROY ADDRESS

CARLSON: Keith sbac member

(ADDRESS)

- "Pres." AWARD - Don will tell DAN -  
ASAP -

RECOGNITION / APPRECIATION AWARD =

Pres. OPTION - Don will get ~ DAN

- 'ERIC' ~~90~~ COST PER FACTORY w/charge \$20  
PART

MAYOR GIVE BACK!

5) DONE

6) NO JOE

7) WORDING for BY LAW CHANGE Keith BY

8) DONE

Doc.  
MTR

9) Scholarship - Two recipients a \$500 each (surprise!) - checks to em a MITG (surprise!)

10) 2016 TRAD INST.

- Roy Lynn - (Kath)

(Bill)

- Rich (Rob)

\* KATH out F Dis for Fire Tender

11) New Bus

Bill - R/KA - W/TS to give Francis help  
 RA @ 1000<sup>00</sup>

\* MADA School info to get to me  
 I'll provide w/ Repair Park

- KATH -

Bridge New Position

Carl - Donations 250  
 W/IND W/MS 250  
 Food Party 250  
 KATH 250