



# *Suburban Building Officials Conference*



## *January 19, 2017 Meeting Minutes*

### **1. Call to Order:**

- Roy Giuntoli called the meeting to order at 11:20 AM at the Drury Lane Conference Center in Oakbrook Terrace, IL
- Roy welcomed all, especially all the new board members.

### **2. Roll Call**

- Carl Heinze conducted a roll call.
- The following were present: Roy Giuntoli, Don Fredericks, Dan Buonamici, Carl Heinze, Lourdes Garcia Backe, Keith Steiskal, Eric Alwin, Steve Martin, Bill Knapp, Jay Hoover

### **3. Approval of Minutes from Last Meeting**

- Carl Heinze approved the minutes from the last meeting, Dan Buonamici seconded the approval. All others were in favor. Motion passed.

### **4. Treasurers Report**

- Deposits \$45,492.65
- Recent donations to Food Pantry, Habitat to Humanities and St. Jude's
- Carl Heine motioned to donate \$500.00 maximum this year to Ohio. Don Fredericks seconded the motion. Donated \$1,000.00 last year. Motion passed

### **5. Bylaws**

- Still working on updating bylaws and have it posted on the website when they are completed
- Margaret Vaughn (lobbyist) fee to be paid. Eric Alwin motioned it, Don Fredericks seconded the motion. All in favor, motion passed.

### **6. 2017 Annual Training**

- Carl Heinze stated that the CRCA seminar is great so far. Thanks to Roy for setting it up.
- Close first SBOC Training session on February 23, 2017. Close all other training sessions one week prior to session.
- Carl Heinze motioned to approve estimate of \$1,800.00 maximum for SBOC Training school printing and mailings, Jay Hoover seconded the motion, all in favor. Motion was approved.
- ICA will have a separate table at the training school.
- ICC day will include ICA meeting. ICC will have representatives at the March 3<sup>rd</sup> session.

- Mock trial to be short.
- Jay Hoover suggested that a description is added to the “event information page” to attract more participants. Roy stated that he would try and fit it in but needs to keep it to one page.
- Dates and times are locked in with Bobaks. Contract was sent to Eric Alwin, Treasurer.
- Lower the minimum number of attendees to 120 at each training class and adjust accordingly each week as it changes prior to the event.
- Need a few volunteers early morning (7:30 am) for Training school, March 3, March 10, March 17, March 24.
- Find out who has the flash drive for the training school. Keith thinks it might be Bill Hudson, or in the SBOC storage unit.
- We will do 50/50 raffles again this year
- Carl Heinze motioned to buy a cash box and 2 plastic vases for the raffle. Dan Buonamici seconded the motion. All in favor. Motion passed. Roy Giuntoli will purchase the items prior to the first training school.
- Bill Hudson to purchase the legal pads. Roy will also check with Staples for a better price on the legal pads and 12 frames for the training school.

## 7. ICCA

- Keith Steiskal discussed who should be members of the ICCA. Motion at last meeting to be only ICC chapter members. Spoke with Justin Dewitt runs plumbing program draft for new directions. Keith spoke to him about Lombard’s amendments.
- FYI – Elevator bids for contracts. Verify “witnessing fee amount” as part of the bids for the contract.
- Keith Steiskal agreed to be the president for the remainder of the year and represent SBOC at the meetings. Roy Giuntoli volunteered to attend the meeting with Dustin Dewitt.

## 8. Monthly Membership Meeting & Luncheon Seminars

- As follows (at Buca De Beppo, unless noted):
  - April – Lori Oberman from Huber Engineered Woods
  - May – Geo Thermal in the State of Illinois
  - June – Margaret from the State that inspects Carnival rides
  - July – No meeting / All Board Members agreed
  - August – Golf Outing to be scheduled for late August on a Friday [Bolingbrook Golf Course]
  - September – **TBD**
  - October – Concrete (Jay Hoover stated he knows of a presenter)
  - November – **TBD**
  - December 15 – SBOC Holiday Meeting [Bobak’s, Woodridge, IL]

- Carl Heinze agreed to register members to our monthly meetings. Don Fredericks agreed to be his back up in case Carl is not at the meeting. Dan motioned it, Don Fredericks seconded the motion. All in favor. Motion passed.
- Roy to get a form to Dale & Carl for information needed for Newsletter & CVENT RSVP
- Roy Giuntoli stated that the CVENT system should be operable for the monthly meetings.
- Special events – There will be no picnic this year. The Golf outing to be in late August
- Lourdes Backe agreed to pick up the mail and bring it to the monthly meetings. She will drop off the mail to Eric Alwin this month.

#### **9. New Business**

- None

#### **10. Adjournment**

- Carl Heinze made a motion to adjourn; Dan Buonamici seconded the motion
- All Board members present voted to adjourn the SBOC meeting at 12:46 p.m.

Minutes submitted by: Lourdes Garcia Backe (01/24/2017, Revised 02/07/2017)

Minutes approved by: *Roy Giuntoli* (02/12/2017)  
2017 SBOC President



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Minutes submitted by: Lourdes Garcia Backe (01/24/2017, Revised 02/07/2017)

Minutes approved by: *Roy Giuntoli* (02/12/2017)  
2017 SBOC President

# ***Suburban Building Officials Conference***

## ***February 16, 2017 Meeting Minutes***

### **1) Call to Order:**

- Roy Giuntoli called the meeting to order at 11:05 am at Buca di Beppo, Lombard, IL

### **2) Roll Call**

- Carl Heinze conducted a roll call.
- The following were present: Roy Giuntoli, Dan Buonamici, Lourdes Garcia Backe, Eric Alwin, Don Fredericks, Steve Martin, Bill Knapp, Jay Hoover, Carl Heinze & Keith Steiskal.
- Also Present: Dale Engebretson (Programs Committee Chair)

### **3) Approval of Minutes from Last Meeting**

- Dan Buonamici approved the minutes from the last [Jan.] meeting, Don Fredericks seconded the approval. All others were in favor. Motion passed.

### **4) Treasurers Report**

- Deposits: \$43,282.90
- Eric Alwin stated that he has a lot of checks still to be deposited.
- Eric will tally membership renewal numbers and get back to the committee.
- Eric Alwin made a motion to approve a \$1,500.00 payment to Linda Pieczynski for the March 10<sup>th</sup> 2017 Training Institute Legal Aspects Day . Lourdes Backe approved the motion, Steven Martin seconded the motion. All in favor. Motion passed.
- Eric Alwin motioned that the Bobak's contract has been received and needs to be signed by Roy Giuntoli. Eric Alwin has already submitted a deposit for the training school. All in favor of Bobak's contract to be signed and returned. Motion passed. Roy to sign contracts & forward to Bobak's

### **5) CVENT**

- Roy Giuntoli stated that CVENT is going ok. He responded to all the questions and concerns regarding the Training date registration process.
- Thus far 103 registered for Legal Aspects, 92 registered for B&F Day, 99 registered for Bill Dettmer NEC seminar and 84 registered for ICC seminar.

## 6) 2017 62<sup>nd</sup> Annual Training Institute

- Handouts for annual training has not been sent out to be printed yet. Carl Heinze to look into cost per page and get them printed. All agreed that people still want hard copies to look at during seminar. Black and white, double sided copies will be made for all registrants.
- Tim, Crystal and Donna from ICC will be present at the training. A separate table will be set up for them.
- Roy Giuntoli spoke with Karyn Byrne regarding mock trial. Lourdes Backe and Keith Steiskal spoke with Linda Pieczynski regarding mock trial as well.
- Bring applicable NEC code book to Bill Dettmer training. Registrants also instructed to do so.
- Members to be at Bobaks early to help set up are as follows:
  - ICC DAY – Don, Dan, Lourdes, Carl, Steve, Bill and Roy.
  - LEGAL ASPECTS – Lourdes, Jay, Don, Dan, Bill and Roy.
  - B&F – Steve, Lourdes, Carl, Eric and Roy.
  - NEC DAY – Lourdes, Don, Carl, Keith, Dan and Roy
- Supplies to bring are as follows: typical items from storage locker. Bill Hudson to bring the Jr. legal pads with him to today's seminar. Don Fredericks has the highlighters and will bring them to the first training, ICC day.
- Roy requested & received approval to purchase lock boxes, vases, misc. items for the table set-up.

## 7) Lunch and Seminars at Buca De Beppo

- As follows, per month:
  - April – Lori Oberman from Huber (possibly change wood products to another subject) Bill Knapp stated that he saw this and it wasn't that much more informative.
  - May – Geo Thermal in the State of Illinois. Don Fredericks expressed concern that this subject is too vague and we might want to consider changing it.
  - June – Margaret from the State that inspects Carnival rides
  - July – Board members agreed not to have a meeting in July
  - August – Golf outing to be scheduled for late August on a Friday.
  - September – TBD
  - October – Concrete (Jay Hoover knows of a presenter)
  - November – TBD (note: Jay Hoover stated that they had a PCA presenter and Dan Buonamici stated that we need one for November.)
  - December 15 – SBOC Holiday Meeting

- Dale Engebretson spoke with Brian Bocke (multiple chapters) to get together for plant tour, luncheon to see panels being installed. Suggested a full day trip with a bus on commercial products. Northwest was also excited about joining the tour. Majority of board members suggested that it is too busy to do it in July. Keith Steiskal suggested we coordinate this in September. All members are looking forward to having July off of SBOC due to busy work schedules.
- Bill Hudson (sat in the meeting) sent an email to Dale regarding tents and special events. Possibly consider switching carnival rides presentation to this topic. Keith suggested, & a majority of the board agreed, that we stay with carnival rides because a majority of the municipalities have to inspect them annually.
- Dale asked who had an ACI contact. Jay Hoover will get Dale the contact information.
- Today's CEU Form is on the back of the monthly seminar description sheet
- Roy Giuntoli stated that the "Course Description Worksheet" need to be completed & sent to him, for formatting and posting to CVENT & SBOC Websites.
- Roy asked about a mid-month phone meeting, Keith Steiskal responded "no", explained why, nearly all other board members supported him.

#### **8) ICCA Meeting**

- Focus on ICC chapter and amend bylaws.
- Justin Dewitt confirmed plumbing program. Energy code meeting – state funding is drying up but utilities will take over for the next 10 years. (Bruce Selway not happy. (?))
- 2018 state law will automatically be adopted. (?)

#### **9) New Business**

- None

#### **10) Adjournment**

- Jay Hoover made a motion to adjourn; Eric Alwin seconded the motion.
- All Board members present voted to adjourn the SBOC meeting at 11:54 p.m.

Minutes submitted by: Lourdes Garcia Backe (02/24/2017)

Minutes approved by: *Roy Giuntoli* (03/17/2017)  
2017 SBOC President

# ***Suburban Building Officials Conference***

## ***March 17, 2017 Meeting Minutes***

### 1) **Call to Order:**

- Roy Giuntoli called the meeting to order at 10:50 a.m. at Bobak's Signature Events, Woodridge, IL.

### 2) **Roll Call**

- Lourdes Backe conducted roll call
- The following were present: Roy Giuntoli, Dan Buonamici, Lourdes Garcia Backe, Eric Alwin, Steve Martin, Bill Knapp, Jay Hoover. Carl Heinze and Keith Steiskal.
- The following were absent: Dale Engebretson, Don Fredericks

### 3) **Approval of Minutes from Last Meeting**

- Dan Buonamici approved the minutes from the last [Feb.] meeting, Carl Heinze seconded the approval. All others were in favor. Motion passed.

### 4) **Treasurers Report**

- Deposits total: \$44,000
- \$10,000 in checks still to deposit
- Approximately \$30,000 in credit card payments coming from CVENT in the next month
- Eric Alwin, treasurer, sent \$1,500 payment to Linda Pieczynski for her March 10<sup>th</sup> training institute seminar

### 5) **Luncheon Seminars**

- ~ Dale is not here today so Roy Giuntoli will follow up on with Dale to get pertinent information to create April CVENT RSVP newsletter.
- ~ Don working on geothermal for May's presentation
- ~ Carl Heinze suggested we change title of June's Topic to read "Amusement Rides" only.
- There will not be training in July.
- Note: BOC's 2017 Annual Golf Outing will be held in August
- Nothing yet planned / scheduled for September or November
- ~ There is a lot of interest in the "cold weather concrete" topic for October –Jay Hoover is working on this program
- Note: Roy to call Buca de Beppo for a larger room if a lot of people respond/RSVP
- Note: Bobak's requested an opportunity to host our monthly meetings / seminars / luncheons, however most of the board members suggested we stay with Buca de Beppo for several valid reasons.

### 6) **ICCA**

- Keith provided the Training Institute attendance w/ an ICCA update.

- In Board meeting, we all discussed the matter with the IDPH recent requirements to eliminate legionnaires disease in water systems by requiring a different design that has been used for years. In essence there is one [fire service] line into the building & tap potable water service within 24" of fire service RPZ.
- Keith Steiskal asked if other municipalities are requiring air conditioner Schrader valve tamper proof caps to prevent kids from huffing freon.

#### 7) **2017 Membership Renewal**

- Eric Alwin stated that he currently has 70 memberships with 5 private companies/individuals, ~ Eric will create a spreadsheet and share with Board.
- Lourdes to P/U mail & bring to meeting.

#### 8) **Committees**

- Roy tweaked the combined committees list, re-combined the 12+ committees down to "6" & requested feedback on the committee lists.
- The "AND" depicts the combining of 2 or more committees.
- Roy named committee chairs/deputy chairs [& members], others also added their names to several lists. Duties & timelines listed. Hand out given to board.
  - Finance AND Nominating & Membership – Eric/Lourdes (1 of 6)
  - Nominating AND Meetings & Special Events – Dan/Roy (2 of 6)
  - Technology AND Facilities – Roy/Joe (3 of 6)
    - ❖ ~ Roy to work w/ Joe to get up to speed on website as he moves on.
    - ❖ Roy suggested hiring an outside company to manage the SBOC website
  - Memorial Awards AND Scholarship – Don/Dan (4 of 6)
    - ❖ Dan Westergaard volunteered to be on this committee
    - ❖ ~ Roy will scan scholarship recipient letter and post on the website.
  - Code Review AND Constitution & By-Laws AND Legislative/ICCA – Keith/Roy (5 of 6)
  - Programs, Field Trips AND Annual Training Institute (6 of 6) – Dale, Don, Carl, Roy
    - ❖ Dan recommended that Don Fredericks be the Chair, as a Board member should be listed as the chair, even though that Dale & Carl are really driving this committee. (Don was notified via e-mail)

#### 9) **Past Presidents Luncheon:**

- It was noted that the Past President luncheon use to be in April but it was switched to November.
- There was a low turnout last November, due to a lot of elderly illnesses
- Eric Alwin suggested switching it to early October this year, all agreed after brief discussion
- Dan Buonamici asked if we should keep it at Maggianos in Oak Brook - YES!

- As parking at this restaurant, Dan Buonamici recommended that SBOC pay for valet parking for the past presidents with the need to park close in. Dan motioned, Keith Steiskal seconded the motion. All voted in favor, motioned passed.

#### 10) **Giving Back:**

- Scholarships: See Committee 4 of 6 section above.
- After Hours Suggestions:
  - Special event / plans thoughts?
  - Dinner dance, murder mystery, Pinstripes.
  - ~ Special event date? Roy to send out questionnaire, date & type of event, to group and share feedback with Board...
- Gifts for annual giveaways:
  - ~ Options needed, this needs to be decided sooner than later...
  - ~ Everyone to provide a list of suggestions
  - Should be kept in the \$25-\$30 range
  - @ \$30 - 150 pieces can cost us \$4500...
  - Dan stated that "tool kits" popular, many concurred
  - Keith recommended 'Harbor Freight' product can be considered an option

#### 11) **By-Laws**

- ~ Roy Giuntoli and Keith Steiskal will review edit by-laws together soon...

#### 12) **New Business**

- Roy to the Board:
  - ~ Please place an "SBOC" in an e-mail subject line, helps him search for e-mails easier...
- Carl recommends that our January Board meeting w/ the CRCA was great in that the board met for an extended period of time. Roy agrees, CRCA will host again & Roy plans to talk to Don (VP) about this as well.
- CRCA and/or firestopping seminars are possible
- Carl Heinze suggested that we consider roofer program for next year's March training school.
- Carl stated he thought the president was doing nice job! The president concurs!

#### 13) **Adjournment**

- Eric Alwin made a motion to adjourn; Carl Heinze seconded the motion.
- All Board members present voted to adjourn the SBOC meeting at 11:50 AM

Minutes submitted by: Lourdes Garcia Backe (04/17/2017)

Minutes approved by: *Roy Giuntoli* (04/20/2017)

2017 SBOC President

# SBOC Executive Board Meeting Agenda

11:00 AM, Thursday, April 20, 2017 / Buca di Beppo, Lombard, IL

- 1) Call to Order – Roy Giuntoli called the meeting to order at 11:05 a.m.
- 2) Roll Call – Lourdes Backe conducted roll call. The following members were:
  - Present / Board: Roy Giuntoli, Lourdes Backe, Eric Alwin, Steve Martin, Carl Heinze, Don Fredericks, Dan Buonamici, Bill Knapp, Keith Steiskal
  - Absent / Board: Jay Hoover was
  - Present / Committee Member: Dale Engebretson
  - **Note:** It was mentioned that the President shall consider that all Board Members will be present, and that a quorum will be in place, at all future meetings unless notified otherwise by the individual board member.
- 3) Approval of the March Meeting Minutes – Don Fredericks motioned to Approve; Steve Martin seconded the approval. All others present voted in favor. Motion passed.
- 4) 2017 62<sup>nd</sup> Annual Training Institute Follow up:
  - Roy asked all present if they had a feedback that they wanted to share with the group.
  - Regarding Bill Dettmer’s Presentation (CLEC / SFR Electrical Inspections): Don Fredericks stated that he & Bill have received complimentary e-mails for the electrical presentation given at the training.
  - Bill Dettmer is prepared to return for the training next year for another presentation, and
  - He stated that there were materials he didn’t get to cover that he can review next year.
  - Don Fredericks added that Hugo who is now with the Village of Lombard was a great help in preparing for the electrical session, and would likely take a larger role in the presentation next year.
  - Roy stated CLEC would be more than welcome to do a continuation of this year’s course next year.
  - Roy stated if anyone else wanted to share any additional feedback, it could be e-mailed to him
  - New ‘Volunteer’ Update:
    - Roy introduced Martin Corona from Calumet Park who was present for the meeting. He approached Roy after the training institute and offered to assist SBOC in any way.
    - AJ Liato from Cicero also approached Roy and offered to volunteer however could not make it to the meeting today.
- 5) Committee Updates & Reports:
  - Roy Giuntoli asked if the Board would look over the committee member lists of members & duties and let him know if there are any changes that need to be made. No changes were offered.
  - Finance AND Nominating & Membership – **Eric/Lourdes** (1 of 6)
    - Treasurer’s Finance Report:
      - Recent Training Institute’s Receivables Update – CVENT deposited \$29,825.51 into our account (Credit Card sales). It takes CVENT 30 days to pay us back for those transactions. (As the receivables from CVENT have been paid in 3 separate months, approximately \$2000 is still due from them, eta w/1 one month.) CVENT upfront fees were high, but it was a one-time occurrence.
      - Current balance is \$68,900. Some bills still need to be paid and additional checks to be deposited. This balance is after the deposit for next year paid
      - Eric Alwin stated that next year spring Training Institute’s balance must be at a minimum of \$40,000.00 to cover all our bills.
      - Eric stated that he paid the invoice for the January 20th Board Meeting at the CRCA seminar for the meal we received that day.
    - Nominating & Membership Report:
      - No Report

- Nominating AND Meetings & Special Events – **Dan/Roy** (2 of 6)
  - Special Events Report:
    - Dan Buonamici will be meeting with banquet coordinator today to lock in either August 18<sup>th</sup> or August 25<sup>th</sup> (3<sup>rd</sup>/4<sup>th</sup> Friday) for Golf Outing.
  - Nominating & Membership Report:
    - Roy has not looked anymore into an electronic form of memberships.
- Technology AND Facilities – **Roy/Joe** (3 of 6)
  - Technology/SBOC Website Report:
    - Roy contacted Joe Torres regarding glitches on the website in the newsletter section.
    - Roy still planning on getting together w/ Joe to ‘learn how to...’ with the SBOC website...
  - Technology/CVENT:
    - Per Roy: CVENT, design and creation, publishing and event is challenging, but workable.
    - Roy still planning on getting together w/ Eric soon to show him the to create & edit CVENT events.
    - Carl Heinze stated that the CVENT program was working well, many on the Board agreed w/ him.
    - Don & Carl stated the ‘check-in’ that Lourdes & Eric did at the Training Institute was great.
  - Facilities Report:
    - Per Eric next year’s training institute is ‘booked’ for the first four Fridays in march of 2018!
    - Also, our 2017 Holiday party is booked for December 15<sup>th</sup> as well.
    - Keith has booked us for Buca!
    - Buca:
      - ❖ Roy asked Buca Banquet manager Morgan to rearrange the room as a better ‘classroom’ setting
      - ❖ We will work w/ them to improve and suggestions idea come up.
      - ❖ 2 different rooms were set up, it was chosen that the ‘pope’ room setting was better suited for a class room.
- Memorial Awards AND Scholarship – **Don/Dan** (4 of 6)
  - At the Training Institute Dan Westergaard stated his desire to assist with this committee
  - Memorial Awards Report:
    - No report
  - Scholarships Report:
    - Roy spoke w/ Amanda Quinn and she asked for a May 1<sup>st</sup> commitment for JJC scholarships.
    - Discussion re Scholarship:
      - ❖ JJC Criteria discussed
      - ❖ This type of donation was done in the past, the amount has increased from \$1500 – to \$2500.
      - ❖ Keith objected as the criteria does not specifically bring a person into the inspectional services, it has an accent on Architecture and that is not what we should be supporting.
      - ❖ ICC, High schools, should be considered,
      - ❖ Per Don: COD a possibility for an inspector program
      - ❖ B&F & Vocamotive should also be re-considered
      - ❖ Decision needs to be made today for JJC, and was.
      - ❖ Martin stated that south Suburban College in South Holland & Oakton College has inspector classes; Dan furthermore recommended that he research the topic for us. Martin will research
    - Dan Buonamici made a motion to sponsor one (1) student at Joliet Junior College with books. A total of \$3000.00 (per Amanda this is equivalent to one (1) semester w/ books) . Carl Heinze seconded the motion. All but one member was in favor. Motion passed
    - Roy to follow-up with Amanda & Eric re \$3000.00 scholarship.

- Code Review AND Constitution & By-Laws AND Legislative/ICCA – **Keith/Roy** (5 of 6)

- Code Review Report:
  - No Report
- Constitution & By-Laws Report:
  - Per Roy, nothing 'new' to report
  - Roy still needs to get w/ Keith to finalize the Bi-Laws amendment & tweak some minor rewording
- Legislative/ICCA Report:
  - Roy and Keith went to the Legislative reception at a restaurant in Springfield.
  - Keith thanked Roy for going with!
  - ICCA Co-Sponsored a legislative reception (with CRCA, note that the ICCA was not in 100% favor of doing co-sponsoring the event with a trade origination...),
  - All chapters of ICCA were invited to reception.
  - A couple legislators came by, not as many as anticipated.
  - Roy & Keith met with one Senator at his office Chris Nybo, (R-IL-24<sup>th</sup>), Keith stated that he/they really have no idea how municipalities function, with the largest take away was that they all essentially thought there was a state code and that municipalities followed that code. Several legislators stated that they thought there was still an 'Illinois Building Commission' in effect
  - The senators and representatives thought everything went through the state.
  - There is an across the board confusion on just 'who' controls 'what' codes....
  - ICCA will promote this fact and try to change that perception, ~ and SBOC should also consider this as well.
  - Keith stated he was going to place some helpful wording on the ICCA website and again that SBOC should consider doing the same. ~ Roy stated that Keith & him should work on that wording.
  - ICCA is thinking of holding this conference every year and Keith thought it was a very good idea.
  - Dan asked what a reception costs: per Keith approx. \$3000.
  - Carl asked if it would be a good idea to invite legislator(s) to the Training Institute, per Keith likely no value in this as again, they did not know what we were representing, actually thought we were lobbyist at first! Not a bad idea to get them to learn what we do, but that would not be the best way of going about it...
  - Keith stated that the best way to get their attention would be to pre-prepare a document w/ bullet points of what we do and hand that off w/ any proposed legislation.
- Programs, Field Trips AND Annual Training Institute (6 of 6) – **Dale, Don, Carl, Roy**
  - Programs Report:
    - Luncheon Seminars Updated Programs Spreadsheet –
      - ❖ Roy would like to see no 'yellow' soon...
      - ❖ Dale stated he will work on that
    - Dale Engebretson's Report:
      - ❖ We scrambled to provide training for today's session as the prior two (2) presenters dropped out, one this morning due to his wife having to be brought to the hospital.
      - ❖ It should be noted to always have a back-up plan on the back burner – it worked out today as we had recently corresponded with Ron3M and he stepped up!
      - ❖ Dale will confirm Mays meeting topic shortly
      - ❖ Per Keith we have had it happen in the past and we have should have something ready to go, for example, a 'bring your handout day'
    - Status of this year's remaining monthly presentations [Including February 2018]

## 6) Giving Back – Roy / All

- Donations:

- In the past, we have donated to: Habitat for Humanity, Wounded Warriors, Food Pantry, Etc.
- We should also consider others, e.g. Honor Fight
- Lemont Code Enforcement Officer Jerry Lehmacher, asked us for a donation at the Training Institute (flyer). This event would benefit: Special Olympics, Demolition Derby on July 22, 2017 @ Rt. 66.
  - ❖ Discussions:
    - Keith stated his opinions in that the donations should be limited to organizations closely related to Building and Code professional charities.
    - It was noted that in the past we have often given to charitable organizations that were not specifically Building and Code professional related charities
    - Fallen associates goes without question
    - There is some question to give SBOC dollars to unrelated to building charities
    - Future discussions could be / should be a topic
  - ❖ Carl Heinze made a motion to donate \$500.00 to this Special Olympics event, Lourdes seconded the motion.
  - ❖ Lourdes took a vote:
    - YES: Carl, Lourdes, Eric, Dan
    - NO: Don, Keith, Steve, Bill
    - As this was a tie, Roy as President casts the tie breaker, he voted in favor/Yes.
    - Motion passed to donate \$500.00 to the Lemont fundraiser.
  - ❖ Eric to write and send a check to Jerry Lehmacher.
  - ❖ Roy thinks a representative from SBOC should be present at this event
- Fallen Associates:
  - ❖ We confirmed that we/Eric sent fallen Milwaukee Special Enforcement Inspector Greg “Ziggy” Zszkiewicz, a \$1000 donation, killed in the line of duty (Bill Hudson initiated on 03/27/17, we had previously all approved this via e-mail, shortly thereafter.)

## 7) New Business – NONE

- 8) Adjournment – Eric Alwin made a motion to adjourn; Don Fredericks seconded the motion. All in favor.  
Roy Giuntoli adjourned the meeting at 11:54 a.m.

Minutes submitted by: Lourdes Garcia Backe (05/12/2017)

Minutes approved by: *Roy Giuntoli* (05/18/2017)  
2017 SBOC President

# SBOC Executive Board Meeting “Minutes”

## 11:00 AM, Thursday, May 18, 2017 / Buca di Beppo, Lombard, IL

- 1) Call to Order – Roy Giuntoli called the meeting to order at 11:11 a.m.
- 2) Roll Call – Lourdes Backe conducted roll call. The following members were
  - Present/Board: Roy Giuntoli, Lourdes Backe, Eric Alwin, Steve Martin, Don Fredericks, Carl Heinze, Keith Steiskal
  - Absent/Board: Jay Hoover, Dan Buonamici, Bill Knapp
- 3) Approval of the April Meeting Minutes – Don Fredericks approved the minutes, Steve Martin seconded the approval. All others present voted in favor. Motion passed.
- 4) Committee Updates & Reports
  - a) Finance AND Nominating & Membership
    - i. Treasurer’s Report – Eric Alwin reported that there is \$65,000 in deposits
      - Training Institute’s Receivables Update – Roy Giuntoli asked if there were any more receivables from training institute and Eric Alwin stated that none so far but more would be coming.
      - Payables Update - Roy Giuntoli went to lunch with Vocomotive to discuss scholarships / membership. Eric Alwin motioned to reimburse Roy for the lunch expense in the amount of \$27.92. Lourdes Backe seconded the approval. All board members present voted in favor.
    - ii. Nominating Membership / Updates – **No report**
  - b) Nominating AND Meetings & Special Events – **Dan / Roy** (2 of 6)
    - i. Nominating Issues / Updates – **No report**
    - ii. Meetings & Special Event Issues / Updates
      - Golf Outing - waiting for date confirmation from Dan Buonamici.
      - Maggiano’s / Murder Mystery dinner in July – Don Fredericks, Lourdes Backe and Eric Alwin agreed that summer months were a busy time for an outing. Suggested we consider moving the Maggiano’s Murder Mystery dinner to the fall. We will get responses from all board members before deciding on a date. Dale Engebretson suggested using “survey monkey” to pick dates in September or October.
      - Gift Ideas – Don Fredericks said he is looking into fleece blankets with handles approximately 50” x 48”.
  - c) Technology AND Facilities – **No report**
    - i. Technology Issues / Updates
    - ii. Facilities Issues / Updates
  - d) Memorial Awards AND Scholarship –
    - **Dan Westerguard has not responded to Roy’s e-mail. Nothing to update**
    - i. Memorial Awards Issues / Updates – **No report**
    - ii. Scholarship Issues / Updates
      - Confirm check sent to JJC
      - Vocomotive Meeting
  - e) Code Review AND Constitution & By-Laws AND Legislative/ICCA – **Keith / Roy – No updates**
    - i. Code Review Issues / Updates
    - ii. Constitution & Bylaws Issues / Updates
    - iii. Legislative & ICCA Issues / Updates

f) Programs, Field Trips AND Annual Training Institute – Dale, Don, Carl, Roy

i. Programs, Field Trips / Updates

➤ Luncheon Seminars Update:

A. Dale Engebretson received vocal confirmation from Margaret Royer for June's luncheon program.

B. Field Trip:

❖ Dukane Precast factory tour [iled trip] scheduled for Thursday, September 28, 2017 in place of September 21<sup>st</sup> monthly meeting.

❖ The Roundhouse Restaurant was not available for September 21<sup>st</sup>.

C. Still looking for a program for the month of November if anyone has any suggestions.

D. January 2018 – CRCA, February is still uncertain as well.

ii. 2018 Annual Training Institute:

➤ Dale Engebretson involved in still deciding on March training institute topics.

➤ Eric Alwin suggested a permit Technician training. Carl Heinze agreed and stated that permit techs are important staff members. However, they are the front line of the office. How do municipalities send them all to training on the same day? Keith Steiskal suggested video conferencing for the permit technicians that cannot attend.

5) New Business

a) Roy Giuntoli and Keith Steiskal will go to the September 10-14 Ohio ICC Annual Conference / meeting, they currently are planning to drive together. Software vendors will be there.

6) Adjournment - Carl Heinze motioned the meeting be adjourned at 12:00, Eric Alwin seconded the approval. All other board members present approved adjourning the meeting at 12:00 p.m.

Minutes submitted by: Lourdes Garcia Backe (06/02/2017)

Minutes approved by: *Roy Giuntoli* (06/15/2017)

2017 SBOC President

## **SBOC Executive Board Meeting Minutes**

**11:00 AM, Thursday, June 15, 2017 / Buca di Beppo, Lombard, IL**

- 1) Call to Order – Roy Giuntoli called the meeting to order at 11:10 a.m.
- 2) Roll Call – Lourdes Backe conducted roll call. The following members were present: Roy Giuntoli, Lourdes Backe, Steve Martin, Don Fredericks, and Dan Buonamici. Carl Heinze arrived at 11:17 a.m. and Keith Steiskal arrived at 11:37 a.m. Eric Alwin, Jay Hoover, Bill Knapp & Dale Engebretson were absent.
- 3) Approval of the May Meeting Minutes – Steve Martin approved the May minutes, Don Fredericks seconded the approval. All others present were in favor. Motion passed.
- 4) 2017 62<sup>nd</sup> Annual Training Institute Follow up – no report
- 5) Committee Updates & Reports
  - a) Finance AND Nominating & Membership – **Eric/Lourdes** – no report
  - b) Nominating AND Meetings & Special Events – **Dan/Roy**
    - i. Golf Outing:
      1. Dan Buonamici confirmed date for the golf outing will be Friday, August 25<sup>th</sup>, 2017.
        - Note: As of June 26<sup>th</sup>, the golf date has been changed to Friday, August 18<sup>th</sup>, 2017.
      2. There will be 10 tee times and 40 golfers. The first tee time is scheduled for 12:51 p.m. followed by 9 other tee times every 8-9 minutes.
      3. Dinner following golf outing. Prizes given during dinner following the outing.
      4. The responses for the outing will continue to go to Dan via email or fax.
      5. Dan has not received the pricing as of yet however last year each golfer paid \$25.00 and SBOC paid \$18.00-\$19.00 dollars per golfer. Dan will confirm cost in June. Once the final number was in, the Board will decide, via email, how much to charge / subsidize.
        - Note: As of June 26<sup>th</sup>, the golf costs are: The cost to SBOC is \$43.00 per golfer
      6. Golf Towel Giveaway:
        - Board discussed purchasing more golf towels as giveaways at the golf outing.
        - Same design/style as the last one's we purchased.
        - Dan Buonamici motioned to order 50 golf towels, 1 for each golfer that participates, Carl Heinze seconded the motion. All present were in favor – motion passed.
        - Don Fredericks recommended that we purchase more than 50, perhaps 70-75, so to have extra ones on hand for later events/giveaways.
        - Carl will research the added costs and see where the next major price break is.
          - Note: As of June 27<sup>th</sup>, the towel cost at \$7.00, the next price point break was 144 pieces, more than the Board was willing to purchase.
  - c) Technology AND Facilities – **Roy/Joe** – no report
    - i. Roy will schedule a day to go meet Joe Torres @ Oakbrook to obtain access to the SBOC website.
    - ii. Joe would like to relinquish his responsibilities for the site this year.
    - iii. Roy offered to take it over...
  - d) Memorial Awards AND Scholarship – **Don/Dan**
    - i. Don Fredericks stated that we confirmed donation to Joliet Jr. College.
    - ii. Don also mentioned that Martin Corona stated that he would help find possible places to donate/sponsor that are more closely related to the building field.
    - iii. Roy to work with Vocomotive to work on additional edible members and/or scholarship recipients.
    - iv. No news from Dan Westerguard.

e) Code Review AND Constitution & By-Laws AND Legislative/ICCA – **Keith/Roy**

- i. Keith Steiskal stated that he demanded answers from Margaret Vaughn about what is happening with ICCA. Keith stated that he was receiving emails from other groups regarding items that are going on in Springfield and Margaret had not mentioned anything to him regarding these items. Keith also stated that Peter Breen would jump on speaking about changes in Springfield “What is different today than it was 10 years ago?” Dan said biggest accomplishments is the reduction in elevator complaints. Keith stated that the group has to accomplish something. Justin Dewitt is coming in to speak with Keith. Keith stated that he pushed Margaret Vaughn to take a different approach to get things done. We will just have to wait and see if changes occur.
- ii. ICC Annual Conference:
  1. Roy Giuntoli reserved his hotel & purchased airline tickets for the Conference on Sept. 10-13.
  2. SBOC will reimburse Roy Giuntoli, president, for Hotel and airfare. However, note that the SBOC Credit Card was used to procure both reservations, no reimbursements will be necessary.
  3. ICC pays for the \$650.00 conference RSVP fees for current presidents if the annual report is completed through the ICC website.
  4. Don Fredericks instructed Roy as to how to fill out the annual report on the website.
  5. Dan Buonamici said that the website is updated so the process is much quicker than before.

f) Programs, Field Trips AND Annual Training Institute – **Dale, Don, Carl, Roy**

- i. DuKane (Naperville) field trip:
  1. Dale Engebretson was not at the meeting however, Thursday September 28, 2017 is confirmed for the DuKane Precast field trip. Please note that this is the fourth Thursday in September not the third Thursday.
  2. Roy Giuntoli confirmed that the transportation from the Roundhouse to the presentation has been arranged.
  3. The presentation is being held at 2 locations because one facility cannot house 80 people (80-person limit).
  4. Roy will highlight the day on the invitation that is sent to the members. Will discuss more specifics regarding where and when to have the September meeting, possibly at the roundhouse, possibly after the DuKane program?
- ii. SBOC possibly considering a condensed version of Margaret Vaughn’s full training institute presentation for a 90-minute luncheon presentation for the. Carl Heinze stated that she already presented a condensed version for Northwest so it should be possible.
- iii. Roy will talk to Jay Hoover regarding cold weather presentation in the fall/October or Novemeber meeting.

**6) Giving Back – Roy / All – no report**

**7) New Business – NONE**

**8) Adjournment – Dan Buonamici made a motion to adjourn; Keith Steiskal seconded the motion. All in favor. Roy Giuntoli adjourned the meeting at 12:02 p.m.**

Minutes submitted by: Lourdes Garcia Backe (06/29/2017)

Minutes approved by: *Roy Giuntoli* (10/12/2017)

2017 SBOC President

# **SBOC Executive “Special” Board Meeting Minutes**

## **11:30 AM, Thursday, October 12, 2017 / Buca di Beppo, Lombard, IL**

- 1) Call to Order – Roy Giuntoli called the meeting to order at 11:40 a.m.
- 2) Roll Call – Lourdes Backe conducted roll call. The following members were present: Roy Giuntoli, Lourdes Backe, Don Fredericks, Eric Alwin, Carl Heinze, Dan Buonamici, Jay Hoover, Steve Martin, and Committee volunteer Dale Engebretson. Keith Steiskal and Bill Knapp were absent
- 3) Approval of the June Meeting Minutes – Dan Buonamici had two minor changes to the minutes. After the changes are made Eric Alwin made a motion to approve the May minutes, Don Fredericks seconded the approval. All others present were in favor. Motion passed.
- 4) Committee Updates & Reports
  - a) Finance AND [General SBOC] Membership – **Eric/Lourdes**
    - i. Finance: Eric Alwin reported that approximately \$62,000 still left in the three accounts after recent donations were made. CVENT invoice was submitted for \$162.00 (Contract states that SBOC must pay 5% for each RSVP) all board members present stated that we like using the electronic method and should continue to do so. Roy Giuntoli stated that the ICC Conference on September 10-13 was very informative. ICC paid for the \$650.00 fees for president if the annual report is completed through the ICC website. SBOC will reimburse Roy Giuntoli, current president, for hotel, airfare, airport parking and minor meal incidentals. Roy stated that he received a credit for one-night stay at the hotel for reasons not mentioned at the meeting.
    - i. Membership: The board should continue to consider arranging for an electronic membership method, in lieu of the current paper based method.
  - b) [SBOC Board] Nominating AND Meetings & Special Events – **Dan/Roy**
    - i. Nominating: All board members present at this meeting stated that they will remain on the board for the upcoming 2018 year. Dale Engebretson also expressed interest on being on the board if he is nominated. It shall be noted that as of this time nine (9) persons have volunteered to be on the 2018 Board, one (1) open position remains available.
    - ii. Meetings & Special Events:
      1. Meetings: No Updates
      2. Special Events:
        - a. Past Presidents luncheon will be held on November 10<sup>th</sup>. Dan Buonamici will confirm date with Maggiano’s Restaurant in Oakbrook. All executive board members including Dale Engebretson are invited to attend the luncheon. Approximate cost will be \$27.00-\$28.00 per person who attends the luncheon. Dan stated that usually 17-20 people attend the luncheon each year and encouraged all the members to attend. He stated that there is a lot of history that the past presidents share (note that all past presidents give a brief description of the year that they were presidents) at the luncheon as the SBOC wrote the original building codes that have since been modified and are still used to today. Roy recommended that we consider recording these the meetings for future generations to hear. Don Fredericks made a motion to approve cost of \$30.00 or less per person that attends the luncheon. Carl Heinze seconded the motion. All other members present were in favor. Dan Buonamici said that he would put together a flyer and asked for volunteers to do the mailing. Lourdes Backe and Carl Heinze volunteered to help with the mailing. Carl Heinze stated that he will be having foot surgery so he will have plenty of time with the past president luncheon mailing. Carl asked that while he is on a medical leave, we include his home/personal e-mail address, which he provided, in the Board group e-mails. Lourdes Backe will take care of printing the color copies and getting them to Carl for the mailing.
        - b. The Holiday Party is 9 weeks away. We already purchased travel blankets. It was mentioned that we should consider an additional gift. Don recommended SBOC wine bottle cork screws, a

majority of the board members agreed. Don will research and share with the board. Board to vote on the topic at the next board meeting on October 19<sup>th</sup>. Don Fredericks and Lourdes Backe agreed to purchase the Target and Home Depot gift cards in the amount of \$750.00 for raffle prizes. Carl Heinze made a motion to approve \$750.00 for raffle gift cards for the Holiday luncheon, Dan Buonamici seconded the motion. All other members were in favor. Dan Buonamici, Eric Alwin and Roy Giuntoli will shop for the larger raffle prizes. Don Fredericks made a motion to spend a maximum of \$1,000.00 for the large prizes, Carl Heinze seconded the motion. All other members were in favor.

c) Technology AND Facilities – **Roy/Joe**

- i. Technology: Steve Martin offered to help with the website for now. SBOC will continue to look into hiring an outside source to eventually maintain the website. Steve Martin will get together with Joe Torres to review the specifics involved to maintain the website.
- ii. Facilities: No facility issues updates, the Board recommended no changes to current venues.

d) Memorial Awards AND Scholarship – **Don/Dan**

i. Memorial Awards

1. Don Fredericks made a motion to nominate Brian Bock, from DuKane Precast Concrete, for the Bartells award for his consistent pursuit to advance industry standards as well for assisting SBOC & PCI in organizing the recent [September 28<sup>th</sup>] Precast concrete bus tour. Jay Hoover seconded the motion. All other members present were in favor.
2. Additionally, Carl Heinze nominated Bill and Linda McHugh with the CRCA (Chicago Roofing Contractors Association) for the Carlson award. He stated that our partnership with them for the annual CRCA event at the Oakbrook Hilton should be recognized. Roy was not in opposition of this, however, he also requested that the Board make additional suggestions for the Carlson award.

ii. Scholarships: No Updates

e) Code Review AND Constitution & By-Laws AND Legislative/ICCA – **Keith/Roy**

i. Code Review: No Updates

- ii. Constitution & By-Laws: Roy Giuntoli stated that they did not finalize amendments last year. Roy will keep working with Keith to finish bylaws – 98% completed. All members present opposed amending the current bylaws to allow outside (3<sup>rd</sup> Party) agencies to become active executive board members.
- iii. Legislative/ICCA: No Report (Keith, also the ICCA President, was absent)

f) Programs, Field Trips AND Annual Training Institute – **Dale, Don, Carl, Roy**

i. Programs:

- a. Dale to get November luncheon seminar course scheduled, he is working with a topic.
- b. Suggested future topics include State of Illinois Radon testing, residential solar energy.

ii. Field Trips:

- a. Dukane: the Board agreed to cost share with PCI lunch costs
- b. Misc: January Seminar to be with at/the CRCA Annual Convention, Roy is working with Linda McHugh with the CRCA

iii. 2018 March training institute Follow up (course order to be determined at a later date):

- a. Topic 1 – CLEC Enterprises: Residential Inspections based on the NEC, Pt II, Bill Dettmer/Hugo V.
- b. Topic 2 – IACE presentation: Lourdes Backe will contact Rhonda for details on topic(s)
- c. Topic 3 – B&F/Rich Piccollo: 2018 Significant Changes, IRC, IFC, Property Maintenance Code
- d. Topic 4 – ICC Codes: 2018 Significant Changes, IBC, IMC, IFGC. Roy to contact Karla Higgs for course options.
- e. Topic / Week 5 – Roy to contact Bobak's to see if date available. Topic to be determined if necessary

**5) New Business – NONE**

**6) Adjournment** – Carl Heinze made a motion to adjourn; Lourdes Backe seconded the motion. All in favor. Roy Giuntoli adjourned the meeting at 1:23 p.m.

Minutes submitted by: Lourdes Garcia Backe (10/16/2017)

Minutes approved by: *Roy Giuntoli* (11/16/2017)

2017 SBOC President

# **SBOC Executive Board [Regular] Meeting Minutes**

## **11:00 AM, Thursday, October 19, 2017 / Buca di Beppo, Lombard, IL**

- 1) Call to Order – Roy Giuntoli called the meeting to order at 11:11 a.m.
- 2) Roll Call – Lourdes Backe conducted roll call. The following members were present: Roy Giuntoli, Lourdes Backe, Steve Martin, Don Fredericks, Dan Buonamici, Jay Hoover, Keith Steiskal, Bill Knapp and Dale Engbretson. Eric Alwin and Carl Heinze were absent.
- 3) Approval of Meeting Minutes:
  - a) Approval of the special October (10/12) Meeting Minutes was tabled until next meeting in November
  - b) Approval of the regular October (10/19) Meeting Minutes
- 4) Committee Updates & Reports
  - a) Finance AND Nominating & Membership – **Eric/Lourdes**
    - Finance: Eric Alwin was absent. No report (recede Eric’s update at special meeting 1 -week prior, presumed little to no changes).
    - Nominating & Membership: Board still considering & researching electronic membership registration
  - b) Nominating AND Annual Meetings & Special Events – **Dan/Roy**
    - Nominating: Per Dan B: Bill Knapp stated that he could not be on the SBOC executive board for the upcoming year. All other board members stated that they would be interested in staying on the board. Dale Engbretson also expressed interest on being on the board if he is nominated.
    - Annual Meetings & Special Events:
      - Annual Meeting:
        - The Annual Meeting & Holiday Luncheon is 9 weeks away. We purchased travel blankets for gifts. Don Fredericks also researched purchasing cork screws to go with the blankets. Dan made a motion to purchase 150 Bordeaux cork screws black with white logos to go with the blankets. Steve Martin seconded the motion. All members present were in favor. President’s Award must be given to someone present at the luncheon, Roy to tell Dan ‘who’ will be the 2017 recipient. The [Optional] Appreciation Award(s) go to whomever the President deems worthy of receiving it/them.
      - Special Events:
        - Dan B. organized Past Presidents luncheon. Event will be held on November 10th. Please RSVP to Dan Buonamici. It will be held at Maggiano’s Restaurant in Oakbrook on November 10 from 11:30-2:30. All executive board members including Dale Engbretson are invited to attend the luncheon.
  - c) Technology AND Facilities – **Roy/Joe**
    - Technology: Steve Martin is officially taking over for Joe Torres and handling the updates to the website. Thanks to Joe Torres for all his help and efforts in maintaining the website.
    - Facilities: No Report
  - d) Memorial Awards AND Scholarship – **Don/Dan**
    - Memorial Awards: Dan Buonamici corrected us that Brian Bock from DuKane receive the “Carlson” award not the ‘Bartells’ award. The Carlson award is the award presented to the code industry at large (Bartells is for SBOC contributions). This award would be given to Brian Bock for his contributions to the industry, including assisting in organizing the September precast concrete bus tour. The Bartells award is given to the local contributor to SBOC. Bill Dettmer is considered a good candidate for the Bartells award as suggested at the October 12<sup>th</sup> meeting. No other name was voiced by Board, B. Dettmer will receive the Bartell Award for 2017.
    - Scholarship: No Report
  - e) Code Review AND Constitution & By-Laws AND Legislative/ICCA – **Keith/Roy**
    - Code Review: No Report

- By-Laws: Roy Giuntoli had the revised bylaws and needed additional signatures on it before posting it on the website. Much discussion to accurately word the amendment to precisely word who we want the scholarships to go to. Roy still needs to tweak who can be on the SBOC executive board and re-phrase the wording of the awards. Issue will be tabled until a future meeting.
  - Legislative/ICCA: Keith Steiskal would like to encourage someone from SBOC to join ICCA. ICCA focuses on state wide items. Keith stated that it ICCA doesn't take a lot of time. He is looking at recommending that ICCA hire a part time position (like a retired past president) to take notes at each meeting and implement suggestions / actions. This would be an ICCA part time executive position. Approximately 10 hours a month. Stated that ICCA should focus on Statewide issues & leave educational and regional topics chapters such as SBOC. The next ICCA meeting date is November 9<sup>th</sup>.
- f) Programs, Field Trips AND Annual Training Institute – **Dale, Don, Carl, Roy**
- Programs:
    - Dale is working on a November presentation, will follow up w/ Roy as soon as one is booked.
    - Radon Mitigation seminar considered, however, we had one in the recent past (\*2years +/-, and there might not be great interest in that topic).
    - Keith Steiskal would like to suggest “snow and drift loads” as a future luncheon meeting topic.
    - H&R Green should be considered for a luncheon seminar.
  - 2017 62<sup>nd</sup> Annual Training Institute (T/I) :
    - Board unanimously voiced their opinions in that we will remain with four (4) training days, not 5. Roy will contact Bobak's to remove the 5ht day from their schedule.
    - Tentative 2018 Training Institute Schedule:
      - Week 1 – ICC Codes – Significant Changes for 2018 IRC/IBC/IFGC (this is a transition year). Roy will contact Crystal Boddie at ICC to get training topics information
      - Week 2 – IACE presentation Lourdes Backe will contact Rhonda Klecz for topic, 25<sup>th</sup> year and will partner / pay for a speaker & add raffle prizes (cost share / partnership can be had). Roy to have Bobak's set up a room for the ICCA meeting with a conference type of telephone setup as last year's.
      - Week 3 – Rich Piccolo – IRC/IFC, Carl working with B&F – no update (Carl is laid-up from a recent operation).
      - Week 4 – CLEC, Bill Dettmer / Hugo Viramontes – Residential Inspections Per the NEC, Part II (follow-up to last year's T/I presentation)
    - Board should consider a Training Tech Day for a T/I at some point. However, this could be a logistical challenge for office staff as many on the board would have a schedule conflict if they were both there. Likely a T/I day topic, too much for a luncheon seminar
    - H&R Green offered training... No time left for 2018, will consider for future T/I's.
    - Jay recommended we consider split a H&R & B&F – most board members essentially stated this would probably not be a good idea to have both of these companies in the building at the same time.
- 5) Giving Back – **Roy / All** – no report
- 6) New Business – **NONE**
- 7) Adjournment – Lourdes Backe made a motion to adjourn; Dan Buonamici seconded the motion. All in favor. Roy Giuntoli adjourned the meeting at 12:02p.m.

Minutes submitted by: Lourdes Garcia Backe (11/06/2017)

Minutes approved by: *Roy Giuntoli* (11/16/2017)  
2017 SBOC President