

**SBOC Meeting Minutes - DRAFT**  
Wednesday, February 16, 2022 via Zoom

- 1) Call to Order – Roy Guintoli called the meeting to order at 12:09 pm
  
- 2) Roll Call – Paula Moritz conducted roll call. The following members were  
Present via Zoom:           Katie Sperl, Eric Alwin, Paula Moritz, Roy Guintoli, Lourdes Garcia,  
Dan Wohlfeil, Joyce Kacmarcik, Archana Mohanchandra  
  
Absent:                       Allen Fennell, Steve Martin, Jay Hoover
  
- 3) Approval of the January Meeting Minutes  
Roy Guintoli made a motion to approve the January meeting minutes; Paula Moritz seconds the motion to approve. All members present are in favor; motion passes.
  
- 4) Treasurer’s Report: Update to be provided by Eric Alwin soon.
  
- 5) Capital Investments:
  - I pads: Roy purchased 2 new iPads and has been reimbursed.
  - Virtual phone: Roy needs assistance exploring virtual phone options for SBOC. Eric will assist. Roy has done some research and is leaning towards Google Voice. The goal is to have a dedicated SBOC phone number in lieu of the membership reaching out to the Board through their municipalities.
  
- 6) Training:
  - Roy needs information for the April and May events so he can send out questionnaire and set up the RSVP.
  - Bobak’s open for monthly meetings except that the large room may not be available in April and May. They can still accommodate us in a smaller room.
  - Presenters still needed for monthly meetings!
  - Spring 2022 Training Institute courses/topics
    - a) 3/4/2022 am: Deck Inspection by Simpson  
3/4/2022 pm: Deck Planning, review & inspection by B&F
    - b) 3/11/2022 am: Legal Aspects of Code Enforcement by Linda Pieczynski  
3/11/2022 pm: ICCA Meeting
    - c) 3/18/2022: Significant Changes to the 2021 IRC – ICC Day
    - d) 3/25/2022: Significant Changes to the 2021 IBC – B&F Day

Roy provided the current registration numbers for Spring training. Numbers are light at this point but he will send out RSVP reminders.

<input type="checkbox"/>	Name	Type	Category	Code	Start	Registered
<input type="checkbox"/>	Deck Day	Optional			3/4/2022 9:00 AM CT	79/125
<input type="checkbox"/>	Legal Aspects Day	Optional			3/11/2022 9:00 AM CT	71/125
<input type="checkbox"/>	ICC Day	Optional			3/18/2022 9:00 AM CT	62/125
<input type="checkbox"/>	B & F Day	Optional			3/25/2022 9:00 AM CT	55/125

- The limit is still 125 per session for social distancing as decided previously. Roy noted that Bobak's can increase capacity to 168 if separation is reduced to sit more people at each table for future consideration. No discussion was made to increase the limit.
- COVID Protocols: A LOT of discussion went back and forth regarding masking protocols for the training events. The board is split on stating that masks will be required though many appeared to support that masks should be recommended. Masks are requested on our CVENT RSVP and upon registration people must "check that box" and we will not change that. Therefore, we can ask that masks be worn (not require) but we are following the Governor's mandates that are in place at the time.
- Paula asked how to respond to Oak Park's request for SBOC's written COVID protocols as they are required to submit it when they ask for approval to attend in person training. The response shall be that the SBOC board does not have its own written protocol. The board recommends that masks be worn but will defer to the Governor's mandates in place at the time of the event.
- Katie asked what to tell people if they ask if masks are required because the Governor says they are not. The response from Roy and Lourdes was to remind people they "checked the box" to acknowledge mask wearing upon registration and we would like for masks to be worn as common courtesy.
- Bobak's will defer to SBOC regarding COVID protocols.
- SBOC to put signs on the door that we RECOMMEND that masks are worn at the event.
- The board will not enforce any protocols.
- Katie asked if the board will wear a mask as she has yet to decide whether she will attend as she is high risk.

Responses:

Roy will wear a mask at the front counter unless he is drinking coffee or eating.

Lourdes will wear a mask at the front counter but not once she sits down.

Archana will wear a mask.

Joyce will wear a mask at all times unless she is eating or drinking.

Paula will wear a mask at all times unless she is eating or drinking.

No response from Dan.

No response from Eric.

- Roy to create CEU forms and email to individuals assigned to print soon.
- Roy has B&F handouts printed for deck day.
- Roy is waiting for Simpson materials and may be digital only.
- Giveaway items/raffle to be provided from SBOC storage.

7) Committee Reports

Membership and finance	Eric, Roy	No update
Scholarships	Katie, Steve	No update
Annual meeting & special events	Roy, Lourdes	No update
Code review, Bi-laws	Allen, Dan	No update
Technology & website	Steve, Jay	No update
ICCA, Legislative	Steve	No update

Training institute/Programs	Roy, Allen, Paula, Joyce, Dan	No update except discussion noted above.
Facility, Equipment	Eric, Jay, Dan	No update

8) New Business:

- Plaques by President: Katie asked that there be a future limit on the amount of money a President can spend on plaques as Dale spent a lot of money on plaques at the Christmas luncheon. Discussion to continue at a later time.
- Participation in Raffles: Archana asked for clarification as she was told the board cannot participate but saw differently at the Christmas luncheon as some board members participated. Some took a ticket and gave it to another person because they think it does not look good if a board member wins. Other board members were told participation is NOT allowed and did not take a ticket. It was clarified that there is no reason the board cannot participate especially when we have to pay to attend. We can take a vote at another meeting.

9) Adjournment

- Lourdes motioned to adjourn, seconded by Katie. All members approved; meeting adjourned at 12:58 pm.

**SBOC Meeting Minutes - DRAFT**  
 Wednesday, February 16, 2022 via Zoom

- 1) Call to Order – Roy Guintoli called the meeting to order at 12:09 pm
- 2) Roll Call – Paula Moritz conducted roll call. The following members were  
 Present via Zoom:           Katie Sperl, Eric Alwin, Paula Moritz, Roy Guintoli, Lourdes Garcia,  
   Dan Wohlfeil, Joyce Kacmarcik, Archana Mohanchandra  
  
 Absent:                         Allen Fennell, Steve Martin, Jay Hoover
- 3) Approval of the January Meeting Minutes  
 Roy Guintoli made a motion to approve the January meeting minutes; Paula Moritz seconds the motion to approve. All members present are in favor; motion passes.
- 4) Treasurer’s Report: Update to be provided by Eric Alwin soon.
- 5) Capital Investments:
  - I pads: Roy purchased 2 new iPads and has been reimbursed.
  - Virtual phone: Roy needs assistance exploring virtual phone options for SBOC. Eric will assist. Roy has done some research and is leaning towards Google Voice. The goal is to have a dedicated SBOC phone number in lieu of the membership reaching out to the Board through their municipalities.
- 6) Training:
  - Roy needs information for the April and May events so he can send out questionnaire and set up the RSVP.
  - Bobak’s open for monthly meetings except that the large room may not be available in April and May. They can still accommodate us in a smaller room.
  - Presenters still needed for monthly meetings!
  - Spring 2022 Training Institute courses/topics
    - a) 3/4/2022 am: Deck Inspection by Simpson  
 3/4/2022 pm: Deck Planning, review & inspection by B&F
    - b) 3/11/2022 am: Legal Aspects of Code Enforcement by Linda Pieczynski  
 3/11/2022 pm: ICCA Meeting
    - c) 3/18/2022: Significant Changes to the 2021 IRC – ICC Day
    - d) 3/25/2022: Significant Changes to the 2021 IBC – B&F Day

Roy provided the current registration numbers for Spring training. Numbers are light at this point but he will send out RSVP reminders.

<input type="checkbox"/>	Name	Type	Category	Code	Start	Registered
<input type="checkbox"/>	Deck Day	Optional			3/4/2022 9:00 AM CT	79/125
<input type="checkbox"/>	Legal Aspects Day	Optional			3/11/2022 9:00 AM CT	71/125
<input type="checkbox"/>	ICC Day	Optional			3/18/2022 9:00 AM CT	62/125
<input type="checkbox"/>	B & F Day	Optional			3/25/2022 9:00 AM CT	55/125

- The limit is still 125 per session for social distancing as decided previously. Roy noted that Bobak's can increase capacity to 168 if separation is reduced to sit more people at each table for future consideration. No discussion was made to increase the limit.
- COVID Protocols: A LOT of discussion went back and forth regarding masking protocols for the training events. The board is split on stating that masks will be required though many appeared to support that masks should be recommended. Masks are requested on our CVENT RSVP and upon registration people must "check that box" and we will not change that. Therefore, we can ask that masks be worn (not require) but we are following the Governor's mandates that are in place at the time.
- Paula asked how to respond to Oak Park's request for SBOC's written COVID protocols as they are required to submit it when they ask for approval to attend in person training. The response shall be that the SBOC board does not have its own written protocol. The board recommends that masks be worn but will defer to the Governor's mandates in place at the time of the event.
- Katie asked what to tell people if they ask if masks are required because the Governor says they are not. The response from Roy and Lourdes was to remind people they "checked the box" to acknowledge mask wearing upon registration and we would like for masks to be worn as common courtesy.
- Bobak's will defer to SBOC regarding COVID protocols.
- SBOC to put signs on the door that we RECOMMEND that masks are worn at the event.
- The board will not enforce any protocols.
- Katie asked if the board will wear a mask as she has yet to decide whether she will attend as she is high risk.

Responses:

Roy will wear a mask at the front counter unless he is drinking coffee or eating.

Lourdes will wear a mask at the front counter but not once she sits down.

Archana will wear a mask.

Joyce will wear a mask at all times unless she is eating or drinking.

Paula will wear a mask at all times unless she is eating or drinking.

No response from Dan.

No response from Eric.

- Roy to create CEU forms and email to individuals assigned to print soon.
- Roy has B&F handouts printed for deck day.
- Roy is waiting for Simpson materials and may be digital only.
- Giveaway items/raffle to be provided from SBOC storage.

7) Committee Reports

Membership and finance	Eric, Roy	No update
Scholarships	Katie, Steve	No update
Annual meeting & special events	Roy, Lourdes	No update
Code review, Bi-laws	Allen, Dan	No update
Technology & website	Steve, Jay	No update
ICCA, Legislative	Steve	No update

Training institute/Programs	Roy, Allen, Paula, Joyce, Dan	No update except discussion noted above.
Facility, Equipment	Eric, Jay, Dan	No update

8) New Business:

- Plaques by President: Katie asked that there be a future limit on the amount of money a President can spend on plaques as Dale spent a lot of money on plaques at the Christmas luncheon. Discussion to continue at a later time.
- Participation in Raffles: Archana asked for clarification as she was told the board cannot participate but saw differently at the Christmas luncheon as some board members participated. Some took a ticket and gave it to another person because they think it does not look good if a board member wins. Other board members were told participation is NOT allowed and did not take a ticket. It was clarified that there is no reason the board cannot participate especially when we have to pay to attend. We can take a vote at another meeting.

9) Adjournment

- Lourdes motioned to adjourn, seconded by Katie. All members approved; meeting adjourned at 12:58 pm.

**SBOC Meeting Minutes – DRAFT**  
Thursday, May 19, 2022 at Bobak’s

1) Call to Order – Allen Fennell called the meeting to order at 10:41 am

2) Roll Call – Lourdes Garcia conducted roll call. The following members were:

Present: Allen Fennell, Eric Alwin, Steve Martin, Lourdes Garcia, Roy Guintoli, Dan Wohlfeil

Absent: Archana Mohanchandra, Jay Hoover, Katie Sperl, Paula Moritz, Joyce Kacmarcik

3) Approval of the April 21, 2022 Meeting Minutes

Steve made a motion to approve the April meeting minutes; Dan seconds the motion to approve. All members present are in favor; motion passes.

4) Treasurer’s Report - March / April 2022

March	Starting Balance	Deposits	Withdraws/checks	Ending Balance
Checking	\$34,197.30	\$29,853.00	\$24,437.05	\$39,613.25
Checking 2	\$10,582.16	\$0.09	\$30.00	\$10,552.25
Savings	\$2,268.71	\$0.04	\$0.00	\$2,268.75
Totals	\$47,048.17	\$29,853.13	\$24,467.05	\$52,434.25

April	Starting Balance	Deposits	Withdraws/checks	Ending Balance
Checking	\$39,613.25	\$345.10	\$22,983.02	\$16,975.33
Checking 2	\$10,552.25	\$26,450.82	\$30.00	\$36,973.07
Savings	\$2,268.75	\$0.02	\$0.00	\$2,268.77
Totals	\$52,434.25	\$26,795.94	\$23,013.02	\$56,217.17

5) Monthly meetings and training institute:

- May - CLEC to present on pools.
- June – Air Barrier per Katie. Remote presenter. Roy and Lourdes to monitor Zoom for remote presenter. Pre-run through at about 9:30
- July – No meeting.
- August – Golf outing.
- September – Pool safety with DuPage County
- October – Allen is reaching out to Thompson Elevator
- Dan suggests IAC topics and will reach out to Felicia Burton. Topics should be based on FAQs.
- Paula suggests radon. Roy recalls that Radon was presented in the past and will look for contact information.
- Electric requirements for signs is a possibility.

a. Roy mentioned that Board members **do not** register for monthly meetings through Cvent. Board member registration is through the acceptance or decline of the outlook meeting.

6) Golf Outing

- a. At the meeting it was stated that the golf outing is on September 16, 2022, not in August. Someone please confirm the date for the golf outing.
- b. 1 pm shotgun start. Golf and/or dinner.
- c. Dan W will create golf outing flyer and distribute to the board for comment.
- d. Dan and Lourdes to contact CLEC, Wildan, HR Green and the Masonry Advisory Council (from Aprils Training) for giveaways.
- e. SBOC giveaways to be determined

7) Committee Reports

Membership and finance	Eric, Roy	No update
Scholarships	Katie, Steve	<b>Tabled to next meeting</b> Katie created a draft application. Possible applicants can be students interested in municipal code enforcement or unemployed municipal workers. No specific dollar amount on application. It is based on availability of funds and will be evaluated by the board. \$2K - \$3K total given in previous years. It is for future costs, not a reimbursement of a course already taken. Board to vote on next month before the application is put on the website.
Annual meeting & special events	Roy, Lourdes	No update
Code review, Bi-laws	Allen, Dan	No update
Technology & website	Steve, Jay	No update
ICCA, Legislative	Archana, Steve	No update
Training institute/Programs	Roy, Allen, Paula, Joyce, Dan	No update
Facility, Equipment	Eric, Jay, Dan	No update

8) New business –

- a. Katie sent email for supporting PermiTech Nation.
  - i. SBOC can provide seed/ startup money and support for organization.
  - ii. They would need to submit a detailed business plan and proposal for board review.
  - iii. SBOC can advertise also.
  - iv. Allen will review with Katie.
- b. SBOC Cancellation policy.
  - i. Roy presented a cancellation policy for all training events. This was briefly reviewed and Roy will email to the group for comments. The final version will be discussed at the next board meeting.

- 9) Adjournment • Roy motioned to adjourn, seconded by Eric. All members approved; meeting adjourned at 11:13 am.



## SBOC Meeting Minutes – DRAFT

Thursday, June 16, 2022 at Bobak's

### Pre-meeting:

Jessica Frankowski, Permit Clerk from Joliet is looking for support from SBOC for a Permit Tech Nation chapter in Illinois. Permit Tech Nation provides training and networking opportunities. The purpose is to create a networking platform. Discussion included possibly focusing on northern Illinois municipalities. She is starting with SBOC to see which municipalities are members and if SBOC can provide guidance in starting the organization, creating by-laws and creating a business plan, etc. Permit Tech Nation might be a "sister organization" to SBOC. SBOC may provide an opportunity for her to host an informal information session. Roy asked her to send SBOC an email or letter letting the board know what help she is seeking so the board can vote on it.

- 1) Call to Order – Roy Guintoli called the meeting to order at 11:04 am.
- 2) Roll Call – Paula Moritz conducted roll call. The following members were  
Present: Katie Sperl, Paula Moritz, Roy Guintoli, Dan Wohlfeil, Archana Mohanchandra, Jay Hoover, Joyce Kacmarcik  
Absent: Allen Fennell, Eric Alwin, Steve Martin, Lourdes Garcia
- 3) Approval of the May Meeting Minutes  
Jay Hoover made a motion to approve the May meeting minutes as noted; Dan Wohlfeil seconds the motion to approve. All members present are in favor; motion passes.
- 4) Treasurer's Report:
  - Eric Alwin not present. No report was available.
- 5) Monthly meetings and training institute:
  - a. Upcoming dates
    - i. July – No meeting.
    - ii. August – Golf outing. Lourdes to reach out to Dan since she helped him last year.
    - iii. September – Laura Cochran of DuPage County is willing to present on pool safety on September 15. Katie to send Laura's contact information to Roy since Katie is leaving municipal government and is stepping down from SBOC.
    - iv. October – Jay will contact Patti Thompson to present on elevator safety.
    - v. November - ???
  - b. Spring Training 2023 – board needs to start setting class topics.  
Options to consider: disaster preparedness.
- 6) Golf Outing
  - Date set for August 19th.
  - Dan Buonamici got a contract but Eric or Allen needs to sign.
  - Sponsors: CLEC, Masonry Advisory Council, HR Green
  - Gifts: a nice water bottle suggested. \$30 per item. Alternate suggestion was for a \$10 gift card for DQ or other treat instead of a more expensive gift that may not be useful.
  - Golf balls may need to be purchased by SBOC. Last year there was no sponsor for golf balls.
  - Check in: Dan Wohlfeil will be there for check-in.

- 7) New business
- a. Scholarships - discussion tabled
  - b. Appoint new Vice President – Jay is willing to step up but wants to make sure it is done correctly. By-laws need to be checked. Per Roy, typically, board members move up the ranks from Secretary to Vice President to President. The Treasurer is generally the same person.
  - c. Discussed Board Member participation in raffle/receiving and gift prizes. Some members were told we were not allowed to participate in raffles but some members did participate. Apparently, the by-laws do not prohibit participation but some feel the perception (“optics”) is not good. Jay motioned to take a vote that board members should not participate in raffles and Dan seconded. Vote taken: 3 votes for participation and 3 votes against participation.
  - d. IML (Illinois Municipal League) looking for an SBOC member to sit on a panel on Building Code and Code Enforcement for their conference in Chicago on 9/15/22. Jay is willing if his schedule allows.
  - e. Support for Jessica Frankowski on starting a Permit Tech Nation chapter in Illinois. See “Pre-meeting” notes.
- 8) Adjournment
- Jay motioned to adjourn, seconded by Katie. All members approved; meeting adjourned at 11:53 am.

**SBOC Meeting Minutes – DRAFT**  
Thursday, July 21, 2022 via Zoom

1) Call to Order – Allen Fennell called the meeting to order at 11:04 am.

2) Roll Call – Paula Moritz conducted roll call.

Present: Allen Fennel, Eric Alwin, Paula Moritz, Roy Guintoli, Lourdes Garcia,  
Jay Hoover, Roy Guintoli, Jay Hoover, Joyce Kacmarcik  
Absent: Steve Martin, Archana Mohanchandra, Dan Wohlfeil

3) Approval of the May Meeting Minutes

Roy Guintoli made a motion to approve the revised June meeting minutes; Jay Hoover seconds the motion to approve. All members present are in favor; motion passes.

4) June Treasurer’s Report:

June	Starting Balance	Deposits	Withdraws/checks	Ending Balance
Checking	\$17,391.96	\$0.00	\$98.93	\$17,293.03
Checking 2	\$48,933.67	\$317.23	\$30.00	\$49,220.90
Savings	\$2,268.81	\$0.04	\$0.00	\$2,268.85
Totals	\$68,594.44	\$317.27	\$128.93	\$68,782.78

5) Monthly meetings and training institute:

a) Laura Cochran of DuPage County is holding September 15th for a course on pool safety. Katie was organizer but now that she has stepped down as Vice President Lourdes will reach out to Katie for contact information.

(i) Roy needs the September Questionnaire by August 15<sup>th</sup>.

b) Thompson elevator tentatively scheduled for October 20th. Jay will reach out to Patti Thompson to confirm.

6) August 19<sup>th</sup> Golf Outing

a) Giveaway gifts update: Jay ordered water bottles. Golf balls must be purchased this year and it was decided that no logo is needed on the golf balls. Eric will purchase since he has the SBOC credit card. Eric will order 14 dozen (3) ball sleeves at about \$30/dozen.

b) Dan Buonamici signed the contract on behalf of SBOC.

c) Sponsors:

(i) CLEC to donate tees

(ii) Lourdes to reach out to Wildan Engineering to find out if they want to provide gift bags.

d) Volunteers needed for registration: Allen, Lourdes and Steve will be there to help. Roy will also be there with a tent if it is hot.

7) 2023 Training Institute:

a) We need to start organizing and assigning next month.

b) Need to talk about raising the costs next year possibly to \$150 per session to cover – table discussion until next meeting.

8) CVENT:

- a) CVENT Administrator – Since Roy will be retiring within the next year, someone is going to need to train on this program and take up the mantle or the board must consider other options. Either a member of the board or a committee must take over responsibilities or SBOC may need to raise costs to cover outsourcing those responsibilities. Roy will try to get an estimate from a rep at CVENT by October.
- b) Roy's Online Zoom Meeting Follow-up
  - i) 'After Event' Surveys: These are recommended by CVENT. Roy will try to set this up by the next meeting. Basically, a survey gets emailed to all participants after the event.
  - ii) Membership Module: now is the time to start working on it. The board discussed setting up this through CVENT to eliminate paper as well as setting up membership tiers where the cost is based on the number of people covered by the membership.
  - iii) Attendee Hub: promotes hybrid events – equipment would be required. Basically, a camera is set up at the back of the room and someone monitors a computer for questions from remote participants. The cost to participate would be the same whether the participant is in person or remote. Jay prefers all training remain in person and does not think the board needs to focus on providing remote training.
- c) Cancellation policy: discussed the policy drafted by Roy. Roy will be adding a check box in CVENT to agree to the cancellation policy. He will have the revised wording by the next meeting (August) for the Board to vote on.
- d) Questionnaire 'Template' for Presenters: Roy emphasized the importance that presenters answer **all** the questions on questionnaire. The organizer of the event has to be responsible for getting the presenters to provide all the necessary information so Roy does not have to do it.

9) ICC Annual Conference Update – Louisville, KY

This is coming up in September. Roy advised, that SBOC pays for the President of SBOC to attend. Allen will register to attend and will submit receipts for reimbursement.

10) Past Presidents:

- a) In Memoriam: Allen advised that Jim Bandel passed away on June 16.
- b) Meeting/Luncheon: Discussed having a Past President's Luncheon this year. It is usually held in late October at Maggiano's. The board to vote on at next meeting.

11) New Business

- a) Appoint new Vice President –Allen has checked the By-Laws and basically, the President can appoint a replacement Vice President. With Jay's permission, Allen Fennel officially appointed Jay Hoover as Vice President. THANK YOU JAY!!!
- b) Scholarship application review: *Discussion tabled.*
- c) Discuss Board Members receiving raffle and gift prizes – Vote to allow/not allow. This has been allowed in the past but the optics are not good for the rest of membership. *Discussion tabled.*
- d) IML is looking for a member of SBOC to sit on a panel for Building Code and Code Enforcement for their Conference in Chicago on 9/15/22. Jay has graciously volunteered. THANK YOU JAY!!!

- e) At the last meeting, Jessica Frankowski, Joliet Permit Clerk was looking for support from the board on starting a Permit Technician chapter in Illinois. We are waiting on information from her. Roy had asked her to send (in writing) what she is asking for but she has not sent anything yet. Jay will reach out to her.

12) Adjournment

- a) Roy motioned to adjourn, seconded by Lourdes. All members approved; meeting adjourned at 1:18 pm

**SBOC Meeting Minutes – DRAFT**  
Thursday, September 15, 2022 at Bobak's

- 1) Call to Order – Allen Fennell called the meeting to order at 10:40 am
- 2) Roll Call – Steven Martin conducted roll call. The following members were:  
Present: Allen Fennell, Eric Alwin, Steve Martin, Lourdes Garcia, Roy Guintoli, Jay Hoover, Archana Mohanchandra via Zoom, Dan Wohlfeil via Zoom  
Absent: Paula Moritz
- 3) Approval of the July 21, 2022 Meeting Minutes  
Roy made a motion to approve the April meeting minutes; Lourdes seconds the motion to approve. All members present are in favor; motion passes.
- 4) Treasurer's report
- 5) Monthly meetings and training institute:
  - October – Jay reached out to Thompson Elevator and they are set to do the training in October
  - November – Meeting topic: Possibly Illinois Stretch Code through SEDAC – Allen to reach out to them.
  - Local 17, Heat and Frost Insulators scheduled for training in February. Roy to line up.
  -
- 6) 2023 training Institute
  - a. It will be here before we know it.
  - b. Roy will reach out to B&F.
  - c. CLEC Electric day;
  - d. ICC: Course ideas – Lourdes to reach out.
  - e. Interest in Linda Pizinski to do Legal Aspects.
  - f. Course can be ½ day solar and ½ day NEC significant changes. Same presenter.
  - g. Roy to send out poll to Board.
  - h. Online permitting from ICC may be a topic.
  - i. Courses, Organizers, ideas/ thoughts.
- 7) New business –
  - a. Appointment new vice President
    - i. Bylaws state you have to work for a municipality
    - ii. Jay volunteered, yet now not with a municipality
    - iii. Jay still VP this year.
    - iv. We may need a President and VP for next year.
  - b. Discuss prospective new board members
    - i. John O'Donnell wants to join board, he is with Bolingbrook.
    - ii. Need to discuss in next meeting, 3<sup>rd</sup> party agencies being on Board.
  - c. Scholarships – tabled
  - d. Discuss Board members receiving raffle and gift prizes – tabled.
  - e. Cancellation policy: Roy 1<sup>st</sup>, Jay 2<sup>nd</sup> all approved. Motion passed.
  - f. Past presidents luncheon meeting: approved by board –

- i. October 21<sup>st</sup> or 28<sup>th</sup>.
    - ii. Currently 32 plus Board
    - iii. To be at Magiano's in Oak Brook.
    - iv. 30-35 maximum
    - v. Roy to call Magiano's and Lourdes to assist.
  - g. C-Vent administrator – tabled.
    - i. Need to discuss how to move forward.
- 8) Adjournment • Roy motioned to adjourn, seconded by Steve. All members approved; meeting adjourned at 11:35 am.

