

**PENNSYLVANIA BUILDING OFFICIALS CONFERENCE
STATE EXECUTIVE BOARD MEETING
APRIL 8, 2004
MINUTES
HOLIDAY INN, CARLISLE, PA**

Call to Order

Craig B. Hynes, President, called the PennBOC State Executive Board Meeting to order at 10:05 AM

Pledge of Allegiance and Invocation

After the Pledge of Allegiance, James Matschertz gave the invocation.

Roll Call

Craig B. Hynes, President; James E. Matscherz, First Vice President; Richard Barton, Second Vice President; Robert John Smith, Corresponding Secretary; Stephen R. Pandolf, Past President; Janet Hardman, Treasurer; Eric Hawkins and Lee Jennings, Region I Representatives; Arnold Cohen, Region II Representative; John Eby and Jeff Shultz, Region V Representatives; David Ross, William McVicker and David Knox, Region VI Representatives. A quorum was declared.

Minutes

A motion was made by David Ross and seconded by Steve Pandolf to approve the minutes of the January 8, 2004 meeting as presented. Voice vote, all ayes.

Treasurer's Report - Janet Hardman

Janet submitted and reviewed a written report dated April 8, 2004. A motion was made by Steve Pandolf and seconded by David Ross to accept the Treasurer's Report. Voice vote, all ayes.

Committee Reports

ICC Relations - David Ross reported that everyone should have received a copy of the ICC Blueprint to the future, he reminded everyone about the ICC spring meeting and the final action code hearings on May 17-20, 2004. He reported that six additional states have recently adopted the ICC codes.

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Community Relations/Newsletter - John Eby reported that the next newsletter is at the printer and will be going out soon. General discussion took place regarding the policy for placing advertisements in the newsletter. A motion was made by John Eby and seconded by Lee Jennings to adopt the following advertising rate schedule:

| | <u>Size</u> | <u>4 Insertions</u> | <u>1 to 3x per insertion</u> |
|--|-------------|---------------------|------------------------------|
| Business card | | \$175 | \$50 |
| ¼ page (3.5" w x 9.375" h) | | \$200 | \$65 |
| ½ page Vertical (3.375" w x 9.375" h) Horizontal (6.875" w x 4.625" h) | | \$250 | \$85 |
| Full page (6.875" w x 9.375" h) | | \$450 | \$125 |

Voice vote, all ayes.

It was agreed that the ICC should pay the established rate. It was also agreed that each regions first vice president will be the contact for the newsletter. They should e-mail or FAX the region reports and other information directly to Roseann Cordelli (roseann@cordelli.net or 717/732-2880).

Membership - Richard Barton distributed a memo from Paul Purtell dated April 7, 2004 (attached). He also distributed the regional membership lists and a written membership report dated April 7, 2004 showing a total membership of 611 members (attached). A motion was made by Eric Hawkins and seconded by John Eby to approve the Gold Card for David L. Wismer. Voice vote, all ayes.

30th Annual Conference - The conference will be held at the Carroll Valley Resort near Gettysburg on October 20, 21 and 22, 2004. The golf outing will be on the 19th. Gil Longwell has been working with the committee and doing most of the negotiations with the resort.

Education - Jim E. Matschertz reviewed his written report and answered the Board's questions. (Report attached.) The proposed education for the annual conference was reviewed.

Constitution and Bylaws - John Eby reviewed and expounded upon a written status report dated April 8, 2004 (attached) that he presented to the Board. He stated that the committee had a lot of work to do before the July meeting. He outlined the timetable for the adoption of the constitution and bylaw changes. He also reviewed the major changes that are being considered.

ICC Endorsements - Craig B. Hynes had nothing to report.

PennBOC Nominating - Action will be taken in July.

Region Reports

President Hynes reminded all regions that they should be submitting written reports at each meeting for the minutes. They should also be sending copies of the report to Roseann Cordelli for the newsletter.

Region I - Written report attached.
Region II - Written report attached.
Region V - Verbal report.
Region IV - Verbal report.

Old Business

Jim Matscherz passed out the new Executive Board pocket badges to each region. Each region will be responsible for the badges, and they should be passed on to the new Board members. Jim will keep the extra badges.

General discussion took place regarding the need for a PennBOC website. It was agreed that we should have a website. John Eby will supply information to Bob Smith so that he can get a proposal from his contact. John Eby will seek proposals from Gil Longwell and others.

New Business

President Hynes raised the issue of PennBOC possibly having a lobbyist. Arnold Cohen, William McVicker and Eric Hawkins agreed to research the pros and cons of having a lobbyist. Among other things they will research the legal and tax ramifications. They will report the information to John Eby and the Bylaws Committee ASAP. They will report to the Board at the July meeting.

President Hynes presented a draft budget for 2004 and reviewed it with the Board. A number of additional line item expenses were suggested. He will continue working towards the development of a complete budget.

Bob Smith recommended that the Executive Board purchase Board of Directors Liability Insurance. No action was taken.

A motion was made by John Eby and seconded by Jim Matscherz to take out a quarter page add (\$200) in the ICC 2004 annual conference program booklet. Voice vote, one opposed (Eric Hawkins), motion carried.

Correspondence

President Hynes reviewed a series of correspondence from ICC including the Leadership teleconference letter and the Blueprint to the future.

Good of the Order

John Eby reported that the Bylaws Committee believes that PennBOC should not only be the umbrella chapter for Code Officials but also be all-inclusive for individual disciplines such as plumbing, electrical, etc.

Adjournment

A motion was made by David Knox and seconded by Eric Hawkins to adjourn the meeting at 1:40 PM. Voice vote, all ayes.

Respectfully submitted,

ROBERT JOHN SMITH
Corresponding Secretary