

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

Call to Order

Craig B. Hynes, President, called the PennBOC State Executive Board Meeting to order at 10:00 A.M.

Pledge of Allegiance and Invocation

After the Pledge of Allegiance, Jim Matscherz gave the invocation.

Roll Call

Craig B. Hynes, President; James E. Matscherz, Second Vice President; Paul Purtell, Recording Secretary; Stephen R. Pandolf, Past President; Janet Hardman, Treasurer; Eric Hawkins, Lee Jennings and Robert Reilley, Region I Representatives; Joseph Busch and Eric D. Weiss, Region II Representatives; John Eby, Jeff Shultz and Harold Arndt, Region V Representatives; David Ross and David Knox, Region VI Representatives. A quorum was declared.

Minutes

A motion was made by Harold Arndt and seconded by David Ross to approve the minutes of the July 10, September 11 and October 22, 2003 meetings as presented. Voice vote, all ayes.

Treasurer's Report – Janet Hardman

Janet submitted and reviewed a written report dated January 8, 2004. A motion was made by Harold Arndt and seconded by John Eby to accept the Treasurer's Report. Voice Vote, all ayes.

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Committee Reports

ICC Relations – David Ross agreed to be the new chair of this committee.

Government Relations – Craig B. Hynes emphasized that code officials must develop relationships with their state legislators to ensure that changes to the building code are done through the ICC code development process. He also reported that the UCC final form regulations will be published in the Pennsylvania Bulletin in the near future. David Knox spurred discussion regarding the Allegheny County Health Department (ACHD) plumbing inspectors with relation to the UCC. The general feeling was that the ACHD would continue to do their inspections and it would be up to the municipality if they wanted to accept them. David Ross questioned what PennBOC was doing to bring new people into the building official profession. General discussion took place regarding educational opportunities, etc. It was agreed that PennBOC should continue to provide professional development opportunities.

Community Relations/Newsletter – John Eby reported that the next newsletter will focus on regional news such as regional contacts and meeting dates. He again asked that all regions supply copies of their reports. The newsletter will also include the upcoming educational schedule.

Membership – Paul Purtell, Chair distributed the regional membership lists and submitted a written report dated January 6, 2004 showing a total membership of 210 members (attached). Paul reported that the regional disbursements were being prepared and that the new membership cards have been designed. A motion was made by Paul Purtell and seconded by Steve Pandolf to increase the membership dues by \$10.00 starting in 2005. Much discussion took place and it was agreed that in order to continue to provide better service to our members the increase was necessary. Voice vote, all ayes. Craig Hynes gave each region a list of gold card members to research and verify.

29th Annual Conference – James E. Matscherz reported that the Conference was a success. All bills have been paid and a profit has been identified. A final financial report is being prepared and will be forwarded to next year's committee. Also a final check will be forwarded to the PennBOC Treasurer.

30th Annual Conference – Harold Arndt, Chair, reported that 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. A motion was made by Harold Arndt and seconded by Eric Hawkins to provide \$3,000.00 seed money for the 30th Annual Conference. Voice vote, all ayes.

Education- James E. Matscherz, Chair reported that PHRC has been scheduled to present a Residential Energy Seminar at all four regional sites. (Written report attached.) A motion was made by Jim Matscherz and seconded by John Eby to increase the cost of PennBOC seminars this year to \$110.00. Voice vote, all ayes.

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Constitution and By-laws – John Eby, Chair reported that in addition to any necessary changes identified by the working group of State ICC Chapters his Committee will be recommending removing some items from the Constitution and placing them into the By-laws where changes by the membership will not require such a cumbersome process. They will be streamlining the By-laws. They will also be developing Board of Directors' Policies. All revisions will be in compliance with the ICC By-laws.

ICC Endorsements – Craig B. Hynes, Chair had nothing to report.

PennBOC Nominating – Action will be taken in July.

Region Reports

President Hynes reminded all regions that they should be submitting two written reports at each meeting, one to Bob Smith for the minutes and one to John Eby for the newsletter.

Region I - Written report attached
Region II - Written report attached
Region V - Verbal report
Region VI - Verbal report

Old Business

None

New Business

Shane Kinsey submitted a letter of resignation from his position as First Vice President. The Board accepted his resignation.

A motion was made by Craig Hynes and seconded by John Eby to appoint Jim Matscherz First Vice President. Voice vote, all ayes.

A motion was made by John Eby and seconded by Paul Purtell to appoint Richard Barton Second Vice President. Voice vote, all ayes.

A motion was made by Eric Hawkins and seconded by John Eby to establish an ad-hoc Long-Range Planning Committee. This Committee will work in close cooperation with the Constitution and By-laws Committee. Voice vote, all ayes. President Hynes appointed Eric Hawkins to chair this Committee and appointed Robert Reilly, David Knox and John Eby as members.

Correspondence

President Hynes received a large folder of chapter information from ICC.

Good of the Order

Nothing to report.

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Adjournment

A motion was made by David Ross and seconded by David Knox to adjourn the meeting at 1:40 P.M. Voice vote, all ayes.

Respectfully submitted,

ROBERT JOHN SMITH
Corresponding Secretary

RJS:bdj