

**PENNSYLVANIA BUILDING OFFICIALS CONFERENCE
BOD MEETING
JULY 10, 2008
HOLIDAY INN CARLISLE
CARLISLE, PA**

Call to Order

The meeting was called to order by President Richard Barton at 9:48 A.M.

Pledge of Allegiance and Invocation

After the Pledge of Allegiance, Gil Longwell gave the Invocation.

Roll Call

Richard Barton, President:
Shawn Forrest, First Vice President/ Corresponding Secretary
Mark Richter, Treasurer
James E. Matscherz, Past President

Region I Representatives

Keith Place
Robert Reilley

Region IV Representatives

Steve Bielskie

Region V Representatives

Jeff Shultz
John Eby
Bob Greene

Region VI Representatives

Michael Como

Education

Mike Landis

Gil Longwell, MWS
Roland Hall, ICC
Khervin Smith
A quorum was declared.

Minutes

A motion was made by Steve Bielskie and seconded by Mark Richter to approve the minutes of the July 10, 2008 BOD meeting as presented. Voice vote, all ayes.

Treasurer's Report – David Ross

PennBOC has \$ 10,388.61 in the checking account, \$23,654.09 in the savings account and \$6,423.42 in a CD. A motion was made by John Eby and seconded by Bob Greene to accept the Treasurer's Report as submitted. Voice vote, all ayes. Gil Longwell stated that Mark Richter was all set with the audit and everything is ok. Rick Barton will have the Finance Committed review the Audit.

Committee Reports

ICC Relations – Roland Hall Spoke on the federal grant program for code enforcement. Roland also spoke on the recent proposals for residential sprinkler requirements in the IRC. Gil Longwell stated that Ken Sagan would like to attend the September meeting to speak on new Code proposals. The next ICC conference will be in Baltimore. Roland also spoke to the new certification and testing agencies. The ICC will now only use one. Pearson VUE will be the new testing agency. John Eby also gave a comment on the last Region 7 meeting.

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Government Relations – Keith Place reported on House Bill 1096, which establishes the Advisory Committee. John Eby had contacted PABCO and meet on June 11th. They concentrate on government affairs and code changes. They also have established a good relationship with L & I. They are interested on partnering with Use to work on education. They would like for us to offer training to there members at the member cost and they will provide access to there information. We would also have liaisons for the two committees. PABCO stated that we could join but we need to look at this regarding our 501 status. Step one would be developing a MOU. John Eby made a motion we pursue a MOU and have Khervin review it prior to our September meeting. This should be completed with an E-mail vote. There was a second to the motion by Mark Richter. Voice vote, all ayes.

Community Relations/Newsletter – John Eby reported that a newsletter will be ready and mailed prior to the conference. Also we need to have a web site contact to make changes and make some updates.

Membership – Gil Longwell reported the following membership numbers.

Region I	155
Region II	145
Region III	31
Region IV	116
Region VI	118

34th Annual Conference – Gil reported that most everything is in order for the conference. Some additional site visits need to be finalized. There will also be rooms available at a second hotel near the college. We should be able to hold or cut cost for this year.

Constitution and By-laws – John Eby stated that we currently have a Recording Secretary and a Corresponding Secretary. There was a discussion on consolidating them into one position. If this is the wishes we would need to have a bylaws change approved by the general membership at the yearly meeting. Jim Matscherz made a motion to draft amendment to the bylaws to change the positions to Secretary and Assistant Secretary. There was a second to the motion by Mike Como. Voice vote all ayes.

Region Reports

Region I	- Written
Region II	- Written
Region IV	- Verbal
Region V	- Written
Region VI	- Verbal

OLD BUSINESS

John Eby asked Khervin how long we should retain our records. Khervin stated that we only need to save for seven years.

Jeff Shultz stated that the ICC has the Pool standards available for free.

Rich Barton opened a discussion on Budget and finances. The finance committee met and had five points of discussion. The first item was the region rebate. There was a discussion on the funding. The consensus was that we continue the \$10 reimbursement with the requirement that each region supply a financial statement. The second

Item was legal fees. There was a discussion. Khervin stated that he only charges \$125/ hr or \$175/ hour out of office. There was a discussion. It was suggested that we come up with an average for the budget. The third item was the administrative fees. There was a discussion. There was an amount of work done that was not billed. There was a discussion on the scholarship program. We will establish a proposal for a program for educational expenditure in the future. It was decided that Gil should present a proposal for work and we cane address them at that time. John Eby stated that we still did not have a contract for 08'. The fourth item was communications. It was decided that we should have two newsletters each year and maintain the web site and update it. The fifth item was for correspondence with PABCO which was discussed earlier. There should be an additional finance meeting in July.

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NEW BUSINESS

Gil stated that we have not yet been billed for the year. Keith place made a motion to pay Meetings with Success \$2,750.00 for Membership and finical services for the first two quarters. There was a second to the motion by John Eby. Voice vote all ayes.

Rich Barton read letters from nominees for the ICC Board. Mark Richter made a motion that we send a letter of support for Cindy Davis, Robert Loper, and Ravi Shah. There was a second to the motion by Keith Place. Voice vote all ayes.

Jim Matscherz stated that currently they have the following for slate of officers for the upcoming election.

President	Shawn Forrest
First Vice-president	David Knox
Second Vice-president	Mark Richter
Treasure	Cindy Davis
Recording Secretary	open
Corresponding Secretary	open

A Nominating committee of Jim Matscherz, Robert Reilly, Keith Place, Steve Bielskie, & Jeff Shultz was appointed by the president.

Khervin stated that we need review the 990 form prior to sending it. John Eby made a motion that Khervin review the 990 form prior to sending. There was s second to the motion by Jim Matscherz. Voice vote all ayes.

ADJOURNMENT A motion was made by Jeff Shultz and seconded by Mark Richter to adjourn the meeting at A.M. Voice vote, all ayes

Respectfully submitted,

Shawn D. Forrest
Corresponding Secretary