

# 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