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MINUTES
AIBD 2013/2014 House of Delegates
Las Vegas, NV
February 7, 2014

President Varina Wooster called the meeting to order at 11:05 p.m. PDT.

The Anti-Trust Reminder was read by staff.

ROLL CALL:

Ex-Officio

NCBDC

John Fought (FL)

At Large

Alan Abrams (MD)

Paul Cole (SC)

Alabama

Arizona

California

Alan Austin

Richard Emigh

Gordon Hoehle

Caroline Veerman

Colorado

Bernie Kern

Connecticut

Florida

Mike Keesee

James Lucia

Proxy: Keesee

David Pillsbury

Georgia

David Kent

Proxy: Liberti

Sam Liberti

Iowa

Mick McGuire

Louisiana

Michigan

Mike Lotterman

Proxy: Ressler

Ron Ressler

Mississippi

North Carolina

Willie Dalrymple

Kevin Holdridge

Len Van Staaldunin

Northeast

Ohio

Ron Danne

Proxy: Wright

Richard Rokisky

Proxy: Wright

Jim Wright

Oklahoma

Bruce Yancey

Oregon

Varina Wooster

Pennsylvania

South Carolina

Steve Humbert

Proxy: Cole

Tennessee

Texas

Janet Hobbs

Proxy: Emigh

Traci Kelley

Proxy: Veerman

Virginia

Washington

Jeff Eberle

Karl Koning

Staff

Steve Mickley

Penny Alston

Mike Fischer

(parliamentarian)

After a short delay to solicit more proxies, a quorum was established with 29 of 53 present in person or by proxy.

RULES OF DEBATE: By general consensus, the rules of debate were accepted.

APPROVAL OF AGENDA: Wooster set item #4 under New Business as time certain at 1:15 pm. An item to be presented by Wright was added as #9 under New Business. Emigh moved to accept the agenda as amended. The motion was seconded and passed.

MINUTES: Emigh moved to accept the minutes of the prior meeting without revision. The motion was seconded and passed.

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REPORTS:

1. Emigh delivered the Revenue Division report as previously submitted and presented updated financial statements. He added, the Finance Committee recommends a contingency plan be created to be considered if actual revenues cannot meet the budget revenue amount. The Board of Directors requested the plan be created by the Finance Committee and delivered to them in April.
2. Pillsbury delivered the Internal Affairs Division report as previously submitted. As a part of his report, he provided a copy of a Succession Plan approved by the Board of Directors on February 6, 2014 (see attachment #2)
3. Cole delivered the External Affairs Division report as previously submitted. As a part of his report, he moved to set the vote for the 2017 convention site ahead on the agenda. The motion was seconded and passed. Cole presented Albuquerque, NM, Austin, TX and San Antonio, TX as the three candidates from the Convention Site Selection Subcommittee. There being no cities submitted by societies, the three were voted on the following results: Austin 25, San Antonio 3, Albuquerque 1.
4. Holdridge delivered the Membership Division report as previously submitted. He moved to waive the invitation fees during a membership drive between April 1 and June 30, 2014. The motion was seconded and passed.
5. Newell Cheatham delivered the Political Affairs Division report as previously submitted. Mike Fischer, representing the Codes and Standards Committee, reported the following:
 - a. AIBD needs more people to help identify issues in the building codes.
 - b. Kellen employee Shawn Richardson will now be the committee support staff person.
 - c. The 2015 code cycle has ended. With the start of the IGCC, CDPAccess will be introduced.
 - d. At the state level, more AIBD members need to get seats on building code boards.

There were no recommendations and no actions taken.
6. Koning delivered the Communications Division report as previously submitted. There were no recommendations and no actions taken.
7. Fought delivered the NCBDC report as previously submitted. There were no recommendations and no actions taken.
8. Sater was not present to deliver an HPMA report. A written report was previously submitted.
9. Mickley delivered the Staff report.
 - a. Revenue is \$40k behind this year.
 - b. Kellen has agreed to hold their direct support staff costs at the budgeted figure.
 - c. With Whit Peterson's departure, Kellen has issued all new staff at the DC office for AIBD.
 - d. The live design competition at IBS went off successfully with the help of Heather Attardo.

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- e. He encouraged the Delegates to approve the Building Smart Alliance memorandum of agreement.
- f. Blogging material is needed continuously.
- g. The bounce rate on the AIBD website is below par. More research needs to be done to see how having separate URLs for HPMA, ARDA and NCBDC are effecting the bounce rate.
- h. With changeover in staff, everyone is encouraged to use the info@aibd.org email address with communicating with the national office. That email will always exist and will go to someone's inbox.
- i. Now that we are tracking e-marketing statistics, we need more contacts if we are going to grow our programs.
- j. He provided a quick introduction to the AIBD community – how to enter, what groups are, how to upload resources, connections, and the events calendar.

There were no recommendations and no actions taken.

- 10. No chairpersons of the Committees of the Institute were present. Wooster referred to the written reports previously submitted.

Wooster recessed the meeting for lunch.

UNFINISHED BUSINESS:

- 1. None.

NEW BUSINESS:

- 1. Newell Cheatham of Texas was unanimously elected to fill the vacant Central District Director position.
- 2. The NCBDC Board of Examiners withdrew item HD#16.
- 3. Viki Wooster moved the approval of Book of Rules amendment (item HD#17) requiring Delegates to serve on committees. The motion failed (10 – for, 18 – against, 1 – abstention).
- 4. Paul Cole, on behalf of the Convention Site Selection Subcommittee, moved to reconsider Vancouver, BC as the 2016 AIBD Convention and nominated Denver, CO as the alternative. The motion passed (19 – for, 10 against).
- 5. The 2017 convention location (Austin, TX) was chosen earlier in the meeting during the External VP's report.
- 6. With there being no objection, all of the existing affinity program contracts are approved to renew automatically.
- 7. Mickley report the Board of Directors decided, in the meeting the day before, to let the Capitol Watch contract end. A free bill search service is available and the staff will work on creating tutorials to share with the societies. This will save the Institute \$6000+ each year but will require the legislative representatives in each society to use key words and search for bills themselves at regular intervals.
- 8. Cole moved to approve a memorandum of agreement with the National Institute of Building Sciences which includes a seat on the Building Smart Alliance for AIBD. The motion was seconded and passed.
- 9. Wright inquired about how reinstating a membership that had previously been revoked by the House of Delegates. By general consensus, the process was

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determined to begin with the former member submitting an application, staff flags the application, and the House of Delegates then vote to approve or deny the application.

GOOD OF THE INSTITUTE:

1. Veerman suggested a roundtable style format that would allow for open discussion during the division reports.
2. Fisher reminded the assembly of the impact the economy has had on our industry and suggested AIBD find a way to maximize relationships with manufacturer members of other organizations.

ANNOUNCEMENTS:

1. The next meeting of the House of Delegates is Tuesday, July 29, 2014 in Columbus, OH.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 3:33 p.m.

Respectfully Submitted:

Richard Emigh, Secretary/Treasurer
Date: _____