



Alberta Building Officials Association
EXECUTIVE MEETING
November 22, 2013
9:00-12:00

- | | | |
|--------------------------|--|--|
| <input type="checkbox"/> | Kerry Crump, President | kerry.crump@lethbridge.ca |
| <input type="checkbox"/> | Bill Crozier, Past President | bblue972@telus.net |
| <input type="checkbox"/> | Phillip Barth, 1 st Vice President | |
| <input type="checkbox"/> | Ryan Morhart, 2 nd Vice President | |
| <input type="checkbox"/> | Allan Poettcker, Treasurer | apoettcker@rockyview.ca |
| <input type="checkbox"/> | Syd Reynar, Secretary | sreynar@leduc.ca |
| <input type="checkbox"/> | Brian Boddez, Membership Director | bboddez@St-Albert.net |
| <input type="checkbox"/> | Bruce Schultz, Building Technical Council | bruce.schultz@calgary.ca |
| <input type="checkbox"/> | Harold Wicke, Barrier Free Council | harold.wicke@calgary.ca |
| <input type="checkbox"/> | Dale Miller, Fire Technical Committee | millerda@strathcona.ab.ca |
| <input type="checkbox"/> | Jim Heynen, Alberta Fire Safety Officers Association | james.heynen@calgary.ca |
| <input type="checkbox"/> | Jim Bechthold, CMHC | jbechtho@cmhc-schl.gc.ca |
| <input type="checkbox"/> | John Wilson, Alberta Municipal Affairs | john.o.wilson@gov.ab.ca |

Executive Committee Meeting Agenda and Minutes
November 22, 2013

1. Attendance
Kerry Crump, President
Bill Crozier, Past president
Phillip Barth, 1st Vice President
Ryan Morhart, 2nd Vice President
Allan Poettcker, Treasurer
2. Adopt Agenda
3. Past minutes
 - a. Executive Meeting –
 - i. Business arising out of the minutes
 - ii. Review and M/S/C

Accepted

4. Correspondence – Mail pickup

Change location?

It was decided not to change the mailing address at this time. Bill Crozier travels through Red Deer frequently and has offered to pick up the mail. He will get the key to the mailbox so he has immediate access at all times.

Action will be taken to receive all important mail electronically, i.e bank statements will be received electronically as soon as possible. Any paper mail received at the PO box can be scanned and emailed to the executive to facilitate timely review of all mail.

5. New Business

- Fall conference and AGM (location and dates)
Canmore is tentative for September 17th through 19th, 2014. Kerry Crump will contact Radisson to see if some of the AV surcharges can be looked after by the Radisson. ABOA has a good deal of conference booking experience and additional charges for AV equipment are not typical. There is one more year remaining on contract with the Silver Birch Hotel Group - The group does not see any reason that we would not rebook with the Silver Birch group regardless of the discussion about AV surcharges. The AV requirements can be outsourced for the last year to see if we can get better pricing than that offered through the Radisson. Ryan will get quotes to supply the AV equipment for next years' conference if Kerry is unable to persuade the Radisson to eat the cost of the AV equipment.
- Website update
 - *Contact info has been updated*
 - *Explore ways that we can add PayPal or some other means to make credit card payment acceptable for ABOA. Allan will contact the bank to see how we can accept c/c payments and Ryan will look into PayPal as an option.*
 - *Ownership and control of website to remain with current outsourced company. Maintenance and upkeep of the site by ABOA members is not really feasible without a long term commitment from an individual able to look after the site. Being volunteer based it would be difficult to get this investment of time and from an individual*
- Display (repair or replace)
Moved to repair the display at a cost of \$1300+/-: Kerry Crump, Second: Allan Poettcker, Carried
Discussion followed that led to a decision to get quotes for 3 smaller panel type displays. These will allow greater convenience

and flexibility at future trade show and conference opportunities. The pull up panel displays is very compact and easy to travel with. Ryan will contact Nexus Exhibits to get a quote on the new type of display.

- *Cost breakdown for AFSSOA (fall conference)
Fire is to pay \$800 for their share of the AV surcharge. The boardroom cost is insignificant and will be paid for by ABOA.*
- *Search for a Treasurer
The search for a new Treasurer will continue to relieve Allan but in the meantime Allan will carry on as Treasurer.*

Additional Agenda Items:

- *Discussion regarding purpose and future of ABOA. We need to reestablish an identity and a purpose going forward. Even as we contemplate that conferences could serve to provide SCO's with a continuing education credit, we realize that these credits will be available from many other sources and conferences external to ABOA and the SCC. If we are competing for attendance we need to ensure that the ABOA conference is competitive with other credit offering opportunities.*
- *ABOA has long been viewed as a "Life-Line" for many SCO's.*
 - *An expansion on this life-line idea is worth exploring further as it could result in a discussion forum page on the website which would offer immediate feedback to more isolated SCO's.*
 - *There are many opportunities to become more active in support for SCO's, code development, enhanced code training and so on.*
- *Kerry is reformatting the ABOA Bylaws to be more readable and will also see that a tab is added to access the minutes rather than having the link hidden at the bottom of the page.*
- *Kerry Crump asked if the mileage rate of 50 cents should be increased to 55 cents in keeping with the federal rate. The group decided that the rate be kept at 50 cents for the time being. Kerry will add this topic to the next meeting agenda.*
- *Committee to propose vision and mission statements*

9. Next Meeting

February 21st, 2014 (weather permitting)

10. Motion to Adjourn