

APPROVED

**MBOIA Minutes  
Board of Directors' Meeting  
Friday, October 14, 2011  
Sebasco Harbor Resort, Phippsburg**

- A. Call to Order – President Mike Nugent called the meeting to order at 10:15 a.m.
- B. Calling of the Roll of Officers: Mike Nugent, Dabney Lewis, Bruce Smith, Kathy Joiner, Paul Demers, Jodine Adams, Tom Maynard, Chris Hanson, Barbara Skelton, Freeman Abbott, Benjamin McDougal, Tom Lister, Mark Stambach, and Joan Kiszely (MMA).

Absent: Tim Nelson, Renee Carter

It was determined there was a quorum.

- C. Review and Acceptance of the Minutes from the Previous Meeting:  
August 4, 2011 – Motion made by Bruce Smith, seconded by Paul Demers, all approved the August 4, 2011 board minutes as written.
- D. Communications and Bills:  
Mike Nugent reported on the following:

MBOIA Audit Committee: Mike Nugent reported that the audit committee met and everything was in order.

ICC Conference: Mike Nugent noted he spoke with Bruce Johnson, and they will allow someone to attend the ICC Conference. ICC covers the cost of the conference. MBOIA pays up to \$1,500 for expenses. The conference is October 30<sup>th</sup>. Motion made by Bruce Smith, seconded by Freeman Abbott, all approved to pay for Paul Demers' expenses to attend the ICC Conference.

Dick Lambert & Jodine Adams have been working on new pins for the association. There was a brief discussion on what vendor to use to purchase them.

Barbara Skeleton noted she paid the current MMA bill. There was a brief discussion on the transition on the financials from MBOIA to MMA. Barbara Skeleton will mentor the new treasurer from now until MMA takes over the financials.

Paul Demers reported he has an invoice for \$2,068.50 that needs to be paid for 200 bags for the MBOIA Spring Code Conference. Motion made by Bruce Smith, seconded by Freeman Abbott, all approved to authorize the purchase of 200 bags, and for the invoice to be paid.

Jodine Adams reported that her new Town Manager will not let her be out of the office. She officially cannot be the Vice President of MBOIA. She noted her last meeting will be in December.

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Motion made by Bruce Smith, seconded by Freeman Abbott, all approved that Paul Demers be installed as the President until an election is held at the membership meeting in December. This is pursuant to the By-Laws – Article 9.

Joan Kiszely reported on the 2012 Administrative Services Agreement with the financial services included in the price. Motion made by Freeman Abbott, seconded by Chris Hanson, all approved the 2012 MMA Administrative Services Agreement including adding the financial services to the services agreement.

There was a brief discussion on the grace period of membership. MBOIA would like Joan Kiszely to get them a list of those who have signed up for the Braced Wall Construction Workshop who have not paid their current dues. Those who have not been paid and are in the grace period cannot attend the November workshop.

Paul Demers reported that the current committees are: Education, Membership, Legislative, By-Laws Committee, New England Building Committee, Eastern State Building Committee. Paul Demers noted that at the November workshop he would like the Board to meet for about one hour to confirm committee chairs, and to go over other issues.

- E. Report of Officers' and Treasurer's: Bruce Smith submitted a Treasurer's Report from September 15, 2011 through October 14, 2011. The balance at October 14, 2011 was \$31,242.19. Motion made by Freeman Abbott, seconded by Bruce Smith, all approved the Treasurer's report as presented.
- F. Report of Committees:
  - 1. Legislative Updates: Mike Nugent – no report.
  - 2. By-Law Amendments: Bruce Smith noted he would get the proposed by-law amendments for the next meeting.
  - 3. Education Committee:
    - a) Fall/Winter FREEBIE Seminar: Joan Kiszely noted there were a total of 63 attendees to date for the upcoming "Braced Wall Workshop." Paul Demers reported he has been in touch with all speakers for this workshop. He has been promoting this at the local level.
    - b) December 15<sup>th</sup> Speaker: Paul Demers reported they need a speaker for December. Bruce Smith noted he knows of a speaker from Amherst, MA on computer. It was also suggested that we possibly do round tables for training. Barbara Skeleton noted that a speaker on MUBEC update. Paul Demers noted that they will do a MUBEC update at the December meeting. It was suggested that they possibly have a speaker on existing Building Codes.
    - c) Paul Demers reported that he thinks Sebasco Resort will be central for the May Spring Code Conference. He is in hopes we can structure the conference to have

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three concurrent sessions. Tom Maynard suggested that MBOIA hold a meeting at night for credits.

4. Nominations for December election: Mike Nugent reported that at the membership meeting in December they will need to vote on the President, Vice President, and one board member vacancy on the board. Justin Brown from Falmouth was in line to be nominated to the board.
5. ESBOF: No report.
6. NEBOEA: Paul Demers reported that they had 209 in attendance for the conference.

### G. Unfinished Business:

1. Selection criteria for Building Official of the Year: Mike Nugent noted he has a draft on this and will forward what he has to the board.

### H. New Business:

1. 2011 Building Official of the Year Selection nominations/discussion:

2. New Members to approve:

- a. Active Member Applications:

Richard St. John, Town of Otisfield

Ernest Frank Therio, Town of Lincolnville

James Butler Jr., Town of Livermore Falls

Steven McDonough, Town of Shapleigh

Joelle Corey-Whitman, Towns of Norway, Woodstock, Greenwood,

Hanover & Upton

Kenneth S. Paul, Town of Acton

Dwight Tilton, City of Ellsworth

Loretta Roberts, City of Ellsworth

- Subscribing Membership

Marc L. Gilbert, Self employed, Biddeford

John Einsiedler, Architect

Freeman Abbott made a motion, seconded by Chris Hanson all approved the new members.

### I. The Good and Welfare of the Association:

Raffle: Motion made Paul Demers, seconded by Freeman Abbott, all approved to do raffle prizes up to \$400.00 plus a code conference book for the December membership meeting. They will sell the raffle tickets at \$1.00 for one ticket, and an arm's lengths for \$5.00.

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- J. Adjournment: Motion made by Freeman Abbott, seconded by Dabney Lewis, all approved to adjourn the meeting at 11:45 a.m.