

Minutes
Virginia Chapter IAEI Board of Directors
March 23, 2009
Chesterfield County, VA

President James Howard called the meeting to order at 10 a.m. The following persons attended the meeting:

James Howard	Paul Sood	Frank Mauck
Haywood Kines	Steve Borman	Tommy Mackey
Dave Humphrey	Allen Turner	John Belotti Jr.
Jean Stanley	Sonny Lamb	

Old Business-Minutes of the Feb 20th 2009 meeting were distributed. **Motion** to approve minutes was made and seconded. Minutes approved.

New Business-Dave Humphrey asked that the new business agenda be modified to include “Year End Awards”. All agreed to do so.

Chair Reports-*Membership Committee Chair*, Jean Stanley said that she needs more help on the committee to work on ways to increase membership. *By-Laws Committee Chair*, Allen Turner asked if the 2002 copy of the By-Laws were the latest in print. No one could produce any later copies/versions so it is assumed that his copy is the most currently adopted. *Education Committee Chair*, Haywood Kines stated he needs more help on the committee with teaching etc. Haywood suggested we price the DPOR CEU training at 80.00 per person and that we include an IAEI membership application for each attendee.

Year End Meeting-The 2009 VA Chapter Annual Meeting will be held in Hampton. It was suggested we modify our normal format for the annual meeting to begin on Sun afternoon with training on Monday and adjourn on Monday afternoon. Due to current economics, this should help by only having a one night stay in the hotel. Dave Humphrey suggested that the new officers could be sworn in on Sun pm. and that Sunday could also have a cash bar and social. Exact time of elections/inductions were not decided at this mtg. Exact dates were discussed with James Howard stating that he is not in favor of late June due to the upcoming 4th July holiday. Dave Humphrey suggested the end of July and Steve Borman suggested July 19, 20 . An exact date will be presented to the board by the ad-hoc committee upon completion of hotel pricing, availability etc. A total of 8 CEUs will be issued for contractors and/or inspectors upon completion of the training. There was some discussion of reducing the panel guests to three persons and using a combination of prepared questions as well as specific topic training. Haywood reminded the board that DPOR requires the CEU training to be “code change” related. James Howard asked about food/refreshment provisions for the annual mtg. Dave said that the board can decide that after the ad-hoc committee finishes researching the Hampton area hotels etc. James Howard brought up the issue of Vendors at the annual mtg. with John Belotti noting that we need to make sure that vendor time doesn’t take away from training time. Paul Sood suggested that we contact TUV, MET, etc as possible vendors. It was also suggested that maybe

the vendors could sponsor the coffee breaks. Paul also said that we should try to negotiate with the hotel to include lunch. The general consensus was that the annual mtg reg. fee be kept at 90.00 pp. Dave said we should probably base our projections on around 50 people in attendance.

Year End Awards-A motion for nominee was made for “Inspector of the Year” The motion was seconded with a vote held which passed unanimously.

Executive Session-It was decided that the board should go into executive session and so ordered by President Howard.

Lunch-12:15til 1 pm

Further Discussion-After much discussion about new policies for financial reporting and accountability, Steve Borman made a **motion** that “read only” access to bank records be granted to the following board positions: President, 1st Vice Pres., 2nd Vice Pres., Jr. Past Pres. Secretary/Treas. and Asst. Secretary./Treas. Motion was seconded and vote held and approved unanimously. Dave Humphrey made a **motion** that there be 3 authorized signatures on the new bank account that being President, Secretary/Treas. and Assistant Sec./Treas. Motion was seconded and vote held and approved unanimously. Another **motion** was made to require two authorized signatures for transactions over 500.00 which was seconded and vote held and approved unanimously. James Howard asked about the website and email access contact information. The site is up under a new domain which is iaeivirginia.com and Dave has been in contact with the webmaster which has helped us regain control of the site. **Motion** was made to change contact info for website to Dave Humphrey’s address. Motion was seconded and vote held and approved unanimously. Since Terry Moore has resigned, a **motion** was made to elect Dave Humphrey as interim Secretary/Treasurer and Steve Borman as interim Assistant Sec./Treas. Motion seconded and vote held and approved unanimously.

Jean Stanley brought up the subject of her involvement with VBCOA as it relates to IAIEI. Jean wanted to make it clear that she holds a non-voting board position with VBCOA and is not serving as a technical advisory representative. Jean said her objective is to promote good will and a spirit of cooperation between the two organizations. Some in attendance were concerned that the listing of anyone as an IAIEI rep. on the VBCOA board could lead to misunderstandings as to IAIEI’s position on code amendments etc. It was also pointed out that there could be possible liability issues with policies or decisions made by another organization that lists someone representing IAIEI. A suggestion was made that maybe changing the title to liaison versus rep. A question was presented to Jean as to whether she could serve in a capacity as something other than in the board of directors for VBCOA. James Howard said he will not appoint any IAIEI member representing IAIEI as a voting board member in VBCOA. Dave Humphrey suggested we leave things as they are for now and that we discuss at a later date what role IAIEI has in serving as board members in other groups.

Adjourn-2:15

