



Minnesota Building Permit Technicians Association

Minutes

Tuesday, September 25, 2007

Blaine City Hall

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The meeting was called to order at 9:34 a.m. The following officers were present at this meeting: President Cecy Lukoskie, Vice-President Britt Pease, Secretary Barb Benesch; Treasurer I Jennifer Harmer and Treasurer II Lisa Kelleher. The following members and guests were present: Connie Duellman, Jeanne Witczek, Michelle Engberg, Robin Roscoe, Roger Axel, Patty Boysen, JoAnne Beckes, Jackie Freppert, Rhonda McDonald, Tammy Siensen, Carol Tempesta, Kelly Burda, Kathy Pepin, Doug Morem, Eileen Ottney, Debi Close, Kathi Osmonson, Gail Keykal, Roger Axel, Barb Williams, Katie Schlundt, Aaron Borken, Mike Bunnell, and Patti Wasmund.

Introductions took place.

There were no corrections to the minutes. Jeanne Witczek made a motion, seconded by Robin Roscoe, to approve the minutes of July 24, 2007. The motion passed unanimously.

Treasurer II Kelleher gave the Treasurer's Reports for August 2007, noting that expenditures were \$37.21 with no deposits, and September 2007 had no expenditures with \$1,750 in deposits. She also reported the balance in our account (copy of the reports are attached).

Kathy Pepin made a motion, seconded by Michele Engberg, to approve the Treasurer's Report as presented.

President Lukoskie talked a little about the new memberships we have recently received and expressed her excitement to have some new cities on board.



Committee Reports:

Education/Planning - President Lukoskie reported, and Michele Engberg concurred, that everything is set for the U of M and Region III educations next year. Michele noted that the Region III brochure is out, Roger Axel presented copies, and she stated that the U of M brochure should be out soon. Roger added that education brochures would also be mailed out to various agencies. It was noted that the brochures would also be available at the MBPTA seminar on October 23rd.

Discussion ensued regarding "manning" the MBPTA booths at both educations. It was noted that there was not yet coverage for the U of M educations but that Jennifer Harmer and Lisa Kelleher would handle the Region III booth. Vice-President Pease indicated that she would also assist if coverage was needed. President Lukoskie indicated that she would be looking into a cost estimate from Kinko's for MBPTA brochure so that copies could be provided at the booths. It was noted that coverage would be needed during education break times only and if anyone was interested in helping out at the U of M education booth to contact either Michele Engberg or President Lukoskie.

Annual School - No further discussion except that Michele Engberg encourage everyone to attend!

Bylaws - President Lukoskie reported that a draft copy of the bylaws is now available and expressed that the revision process was quite involved. She briefly reviewed the proposed changes which included combining the Educations Committees and adding a Secretary II position. President Lukoskie reassured the members that they would have a chance to vote on the Bylaws in November and that discussion on the proposed changes would also take place. It was concluded that proposed bylaw changes would be accepted from the membership until November 1st to allow the executive board ample time to process the requests. It was suggested that the draft bylaws, along with any proposed changes, be posted on the MBPTA website. Discussion ensued as to what the Executive Board's position was regarding proposed changes. Member Borken read aloud the section of the Bylaws pertaining to this issue that states, "The Bylaws Committee shall annually review the bylaws and present any recommendation for changes to the Executive Board, which shall prepare a ballot for consideration at the Annual Meeting".

Patty Boysen made a motion, seconded by Gail Keykal, to allow members to submit changes to the bylaws and a draft will be sent out by the Executive Board with the

next agenda. A November 1st deadline was added which is to be posted on the MBPTA website. The motion passed unanimously.

Communications Committee - Member Barb William reported that there is an updated link from the MBPTA website to AMBO's website. Member Robin Roscoe reported that there was a problem with the link to the State's website for "license look up". It was also noted that the link from one of the other Permit Tech website from another state went to their newsletter and not their website. Member Barb Williams stated that she would look into these matters.

10K Lakes - Member Aaron Borken announced that six \$1,000 scholarships had been given out, two of which were to BIT program students. He reported also that MAHCO would also be providing scholarships next year. Member Borken also reported various trainings that were being offered by 10K Lakes and that more information could be found on their website at www.10klakes.org. Roger also mentioned that there is a discussion board on 10K website.

Mike Bunnell noted that there was no charge for the 10K seminar this year which will be held on October 18th in Maplewood. Member Borken had a copy of the registration form if anyone was interested.

State Advisory Board - No report.

General Business

Region III - President Lukoskie noted that the next Region III meeting would more than likely be held at the ICC annual business meeting in Reno. She added that the membership fee would remain at \$5 per person for 2008.

President Lukoskie announced that she had received a request in writing from AMBO President, Roger Axel, requesting the MBPTA Board to consider the possibility of funding assistance for him to attend the ICC Annual Business Meeting in Reno, Nevada. Mr. Axel is requesting \$300 from MBPTA to assist with his expenses. Mr. Axel noted the City of New Hope has restricted any out of state travel and would cover only registration fees and that transportation, lodging, and meals would be at his own expense. He expects that his ABM expenses would be approximately \$1700 with the City contributing \$400, AMBO \$1,000 leaving \$300 out of pocket expenses. He added that to substantiate his funding request, he would be able to represent MBPTA at the business meetings and the Minneapolis reception Monday night. Minimal discussion took place regarding this request. At

this time, Vice-President Pease announced that she would not be attending the ABM in Reno due to her expenses going over the MBPTA budgeted amount. President Lukoskie added that the 2007 budget for the ABM was \$2,000 and that her expenses would only be approximately \$1,300. Mr. Axel was asked if he made a request to 10K Lakes and he replied that 10K was sending several members to the ABM and he didn't feel that it would be appropriate.

Michele Engberg made a motion, seconded by Jeanne Wilczek, to provide Roger Axel with \$300 to assist with his expenses at the ABM in Reno. The motion passed unanimously.

There was some lighthearted discussion regarding Roger trading some of our new MBPTA pins for other chapter pins at the ABM in Reno. A motion was made by Michele Engberg, seconded by Patti Wasmund, to display the pins we already have collected along with any pins received by Roger or anyone else in the future. It was suggested that the pins be displayed at our booth at each of the upcoming educations. Member Engberg was designated to head this project.

Budget - President Lukoskie noted a revision to the 2008 proposed budget. She suggested that instead of \$2,500 for the 2008 ABM, it was changed to \$3,000. Because the ABM will be held in Minnesota next year, it is her hope that the entire board be able to attend. She added that she was asked to participate in a Permit Tech Adhoc Committee that will be meeting at the 2008 ABM.

Kathi Osmonson encouraged members to get support from their cities and also recommended that they attend the Code Change hearings that will be held at the ABM.

Member Axel offered to send out letters in support of sending staff to the ABM next year. MBPTA members were in favor of this suggestion with some indicating this may help with gaining support from their supervisors.

October Seminar - It was reported that we had approximately 20 people so far registered for the seminar. The board is hoping to receive at least 25 registrations in order to cover seminar expenses.

Nominations for Officers - President Lukoskie reminded members we are taking nominations for officer positions and encouraged member participation. She expressed her gratitude for the wonderful experience as President and hoped that others would try running for an office.

Caring for the Community - Aaron Borken noted that he has not been at the last few meetings but suggested that we continue collecting donation for the food shelf. He also noted that we would be collecting toys at both the October seminar and at our annual meeting in November. It was suggested that the donations focus on teenagers, however, donations for any age of course would be accepted. It was noted at the end of the meeting that \$29 had been collected for the St. Louis Park Emergency Food Shelf.

Open Floor - Barb Williams inquired if she was to develop a special page on the MBPTA website for Region III information (such as minutes, etc.) or perhaps we could set up a link to the AMBO website which is also planning to include Region III information. No decision was made at this time.

Member Wasmund had a question on the 2008 proposed budget regarding the blank space for the MBPTA annual meeting. President Lukoskie explained that money is usually not budgeted for this event since the books are free, the "ICC free day" is used to cover the speaker, and that the room and food are paid for by the seminar registration monies.

At this time Roger Axel thanked the membership for their funding to assist him with his expenses at the ABM in Reno, Nevada. He again expressed his support for the MBPTA organization and that AMBO is there to provide assistance to our group if needed.

Adjournment - Kathy Pepin made a motion, seconded by Gail Keykal, to adjourn the meeting at 10:40 a.m. The motion passed unanimously.

Immediately following the meeting, Doug Morem, Goodhue County Building Official, gave a presentation on the recent building code changes.

Respectfully submitted by,



Barb Benesch
MBPTA Secretary