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Minnesota Building Permit Technicians Association

Minutes

Tuesday, December 5, 2006

Shoreview City Hall

The meeting was called to order at 9:33 a.m. The following officers were present at this meeting: President Cecy Lukoskie; Vice-President Carri Levitski, Secretary Barb Benesch; Treasurer I Jennifer Harmer and Treasurer II Lisa Wolfe. The following members and guests were present: Aaron Borken, Michele Engberg, Gail Keykal, Roger Axel, Barb Williams, Patti Wasmund, Britt Pease, Steve Nelson, JoAnne Beckes, Patty Boysen, Robbie Hiltz, Suzy Miller, Debi Close and Eileen Ottney.

Before introductions, President Lukoskie presented Vice-President Levitski with an award of appreciation for her service to MBPTA. She is stepping down as Vice-President. She was thanked for her support and hard work as Vice-President.

Introductions took place.

President Lukoskie opened the floor for nomination for the 2007 officer positions. There were none so a motion was made by Robbie Hiltz, seconded by Patty Boysen, to close nominations. The motion passed unanimously. At this time voting took place by written ballot. The following members were noted on the ballot as official nominations: Cecy Lukoskie, President; Britt Pease, Vice-President; Barb Benesch, Secretary; Jennifer Harmer, Treasurer I and Lisa Wolfe, Treasurer II.

Carri Levitski made a motion, seconded by Aaron Borken, to adopt the minutes of September 26, 2006. The motion passed unanimously.



Treasurer Harmer gave the Treasurer's Reports for October and November 2006, noting that expenditures for October totaled \$624.52 and there were no deposits, and for November expenditures totaled \$2,622.66 and deposits totaled \$330. She also reported the balance in our account (copy of the reports are attached).

President Lukoskie reported that attendance at the November education was excellent. The report she received was that the seminar went very well.

Committee Reports:

Annual School - Member Michele Engberg again reviewed the progress of the U of M annual education scheduled for January. She noted that Permit Technician programs are scheduled for January 9th and 11th and briefly explained the content of each. She also mentioned that at the Region III education in February there would be an inspection tour via a power point presentation that looked very interesting...

It was noted that MBPTA collected many toys and at the November education. Inspectron, Inc also donated a \$100 Target gift card. It was noted that both 10K Lakes and AMBO were challenged to do the same this year for Toys for Tots.

Disaster Committee - Jackie Gritz of the Disaster Committee was not present. The dissolution of this committee was discussed in length. It was decided that since the committee had finished its work, that we would dissolve the committee. It was noted that if, in the future, the committee was needed again, it would be resurrected.

10K Lakes - Lisa Wolfe attended the meeting in October. She didn't have much to report except that our group was invited to the 10K Lakes Holiday Party on Friday, December 8 at Dave and Busters in Maple Grove. The cost is \$15 per person. If there are questions, please contact Steve Nelson at 651-490-4691.

State Advisory Board - Vice-President Levitski reported that the meeting was rescheduled for Thursday, December 7th and that she would have a report at the next meeting. Member Pease asked if Carri would give a brief description of what the State Advisory Board does. She explained that they are a group of individuals consisting of building and code officials and educators who deal closely with Inver Hills and North Hennepin Community Colleges to design B.I.T. programs at the schools and to establish other educational opportunities.

Communications Committee - President Lukoskie solicited volunteers for the committees at this time. She announced that she had solicited bids from three different companies regarding the maintenance of our website but did not receive any responses as of yet but will keep working on it. Secretary Benesch inquired as to whether or not the emails that were created specifically for our website with the "@mbpta.org" extension should be used for other correspondence such as letterhead, newsletters, etc. It was decided that this would be discussed further at a later date.

Secretary Benesch indicated that she needed assistance with the newsletters. Vice-President Levitski volunteered to perhaps do every other one.

Bylaws/Membership Application - Vice-President Levitski noted the proposed changes to the Bylaws. Extensive discussion ensued regarding what the fees should be for non-members attending meetings. It was decided that the Bylaws would be changed to reflect that non-members would pay a fee to attend meetings as established by the executive board. Extensive discussion also ensued regarding whether or not to remove the Disaster Committee from the Bylaws. It was noted by Vice-President Levitski that she had spoken to Jackie Gritz, Disaster Committee representative, who indicated that the job of the committee had been completed and there was no longer a need for it. It was the consensus of the members to replace the Disaster Committee with the newly created Communications Committee in the Bylaws.

(Vice-President Levitski left the meeting at 10:46 a.m.)

At this time President Lukoskie asked Member Britt Pease to approach the front and have a seat with the other officers and at this time she introduced the 2007 MBPTA Officers as nominated.

General Business

Region III - President Lukoskie informed members that we needed to take a vote on whether or not to remain Region III members for 2007 and noted that the membership fee was in the 2007 budget. If the group decides not to be members in 2007, the budget would need to be amended. Both President Lukoskie and Roger Axel emphasized the excellent opportunities for our group being members of Region III. It was explained that Minnesota has three seats available on the board and no decision has been made who will occupy the seats. It was also noted that the membership fee would not be \$500 as it had been in the past, but \$5 per member.

It was noted that in 2006 MBPTA has 68 members which if we produced the same membership numbers in 2007, our Region III membership fee would be approximately \$350. It was also noted that the fee was capped at \$500. Member Steve Nelson also praised the benefits of Regional III, noting networking opportunities, eliminating cross-over submissions for code changes, all regional members gathering together in one spots and regional educations as a few strong points.

Suzy Miller made a motion, seconded by Aaron Borken to approve the MBPTA membership to Region III in 2007. The motion passed unanimously.

General Business:

2007 Budget - President Lukoskie inquired if there were any further questions regarding the budget. With no further comments, Suzy Miller made a motion, seconded by Robbie Hiltz, to accept the 2007 Budget as proposed. The motion passed unanimously.

Members were reminded that the ICC Annual Building Meeting will be held in the state of Minnesota in 2008 and we need to start planning for the event now.

2007 Meeting Dates & Locations - The following are tentative dates for the 2007 MBPTA meetings:

February 27	City of Cambridge
March 27	City of Mounds View
May 22	City of New Hope
July 24	City of Chaska (or City of Elk River if needed)
September 25	City of Blaine
November 27	Annual Business Meeting - City of Shoreview

Election of Officers and Bylaws - It was noted at this time that the Bylaws had been approved.

Open Floor - A discussion ensued regarded what to do with the monetary donations and food shelf items that have been collected by MBPTA members. It was suggested that the distribution of these donations be made from community to community at not all in the same place. It was also suggested that each city's name who is attending the meeting be placed in a drawing and if their name is chosen, they could donate to a charity of their choice. It was also suggested that the city's

name that was chosen and location of charity be added to the newsletter. A member who lives in the City of Anoka volunteered to bring the check and items to the local charity in that City. We will again look at other things that our group can do to help the community other than food shelf donations and Toys for Tots, which are both wonderful causes.

Roger Axel reported that the funeral for Brent Snyder was held this past Saturday. He also noted that the family has received over \$80,000 in donation. For those that didn't know Brent, Roger explained that Brent was a well-known educator, instructor and Code Official for the past thirty years and highly respected in the field.

President Lukoskie mentioned that she had received an email from Cindi Somers, President of the Washington State Association of Permit Technicians, commended the "editor" and "entire group" for the informational newsletter we create. She acknowledged Secretary Benesch and thanked her for her hard work.

Roger Axel made a motion, seconded by Gail Keykal, to adjourn the meeting at 11:40 a.m. The motion passed unanimously.

Barb Benesch
MBPTA Secretary