**Conducting:** Michael Savage, Region Chair

Present:

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| Michael Savage Mike Metheny Mark GuruleShaunna MozingoSteve BenchTracy HalladayJohn SaundersGilbert GonzalesDoug SmithBryan RomneyHope MedinaEric FriedMichael ArellanoJoe DudziakBrian UtheDave Nichols | Becky BakerSteve ThomasGlenn D’AuriaStan BernichePatrick TomasinoJim McClinticGary LampellaTim SwansonPaul TaylorCorey ColemanPaul BerntsonRandy WestacottCathryn NelsonKara GerczynskiDan Weed |

Excused: None

Minutes By: Cathryn Nelson

**Welcome & Comments**

1. **Opening of Meeting**
	1. Welcome by Chair Michael Savage
	2. Call to Order
	3. Roll Call of Member States – approximately 33 in attendance
	4. Introduction of Guests – Gilbert Gonzales and Dave Nichols from ICC were recognized
2. **Turn Session over to Michael Savage**
	1. Review Submitted Group B Code Change submissions for Region XI support and discussion.
		1. If you have any items that you want to have the Region consider for support, please submit them in advance if possible
	2. Voting Verification Session Discussion
3. **Meeting Conclude**
4. **Opening of Business Meeting**
	1. Pledge to the Flag & Moment of Silence
	2. Quorum Verification
	3. Approval of Minutes from April 7, 2016, in Farmington, New Mexico
		1. Dan Weed motion to approve; Mike Metheny second
5. **Treasurer’s Report: Dan Weed**
	1. Dan described the complexity and difficulty of opening a bank account. Chase Bank was approached since it has branches in all 4 States. We are required to be incorporated. Discussion ensued whether incorporating as a 501c6 would be best to meet our objectives. Discussion on whether we would have to incorporate in only 1 of the 4 States. It was agreed and strongly recommended to consult an accountant and/or an attorney.
	2. The question was posed whether we should ask Chapters to delay payment of dues. It was agreed to delay requests for dues. Chapters will be notified when to send membership dues with an address and who to make the checks to.
		1. Central New Mexico Chapter provided cost for the room at the April 2016 meeting in lieu of the Region dues for 2016.
		2. Colorado Chapter has paid the 2016 dues. Dan has their check in his possession.
	3. Michael expressed appreciation for the work Dan has done to solve the problems
6. **Committee Reports**
	1. Regional Structure Committee: Randy Westacott, chair
		1. Randy is still working on organizing the committee. He expressed the importance of utilizing the Face Book page in making the committee’s efforts successful. Michael expressed appreciation for the work Randy has done. Kara stated that objectives were discussed in their previous meetings regarding rules for the Face Book page.
	2. Code Review Committee: Derrick Childers, chair
		1. Joe stated discussion took place regarding the sprinkler codes to be placed in the appendix rather than the body of the code. The committee expressed support for this change but we missed the deadline (60 days) to post Region support.
		2. Discussion of how to reach a consensus or to post a position statement ensued. Once a consensus is reached, all members of the Region will be encouraged to vote the same. Michael described collecting opinions from each of the 3 State representatives.
		3. Discussion took place as to how information will be distributed regarding code position. Bylaws indicate majority vote of Council members. There are challenges with communicating code positions, along with all other Region business, and some solutions were discussed.
	3. Awards Committee: Appoint a Committee Chair – no action taken.
		1. The award is for people who serve the profession in exemplary ways.
7. **Old Business**
	1. Adoption of Region XI Bylaws:
		1. Request for recommendations of comments for changes to Bylaws. The instruction was given to bring any recommended changes to the group for discussion.
8. **New Business**
	1. Election of the new Region XI Chair will take place at the next meeting, with Colorado on rotation to provide the next Chair. The new Chair will take office in January. Mike Metheny was nominated with no floor nominations. Hand/voice vote was taken and unanimous support given to elect Mike Metheny to become the next Region Chair.
	2. Election and swearing in of Vice-Chair from Utah.
		1. The motion was tabled until the next meeting so that a candidate could be identified. Cathryn Nelson agreed to create an email communication with all the Utah Chapters to agree upon a candidate from Utah.
	3. Appointment of a Treasurer by the Executive Council in accordance with 8-6.0 of the Region Bylaws. This is an officer position and needs to be voted on. Position in typically many years. Request for those who hold a Board position to retain Dan Weed as Treasurer. Motion made by Joe Dudziak; seconded by John Saunders. Vote was unanimous.
	4. Discussion by the group on local code adoptions and support for assistance by the Region. The question was posed what role can be played by this organization. Support can be in the form of a Position Statement letter from the Region as to reasons why current code is a benefit. Using the Region as a resource to add credibility to positions. The Region can also provide a way to share amendments from State to State. If there is a consensus to support new code adoption then a letter fill be published. Discussion ensued on the method of determining a consensus. This will evolve as we move forward.
	5. Communication within the Region. We discussed at length establishing a procedure for each State and/or local Chapter to disseminate Region information. Each person in the group is tasked with taking information back to our individual Chapters. The importance of carrying the information was expressed. Our job as a Region is to support Chapters, not to dictate or direct. The sign-in sheet will be used to create an email distribution list for communication. We will also utilize Face Book. A question was posed whether it would be beneficial to designate one person from each State tasked with distributing information. A proposal was made to designate each Chapter secretary to distribute information with the information needed within 30 days.
	6. ICC Chapter Education Voucher Discussion (Regional Annual Conference): This year’s benefit was utilized by Michael as the current Chair of the Region. Next year it will be utilized by Colorado for a meeting and training in the Denver Metro area April 21, 2017, for Existing Building Code taught by Steve Thomas. They will look at utilizing the voucher for this event. The deadline was missed but they will contact ICC to see if the deadline can be extended. Steve will research how to accomplish this.
9. **ICC Reports**
	1. ICC Board Members: Gilbert Gonzales was present but declined to make comments as his involvement with the Board has been limited. Appreciation was expressed to Gilbert for the work he did to organize the Region and for his continued support.
	2. ICC Staff Members: Dave Nichols expressed appreciation to all who have worked to help the Region in any capacity. Questions were asked if there are other Regions that can be a resource for legal advice, etc. on the incorporation.
10. **Next Meeting Date**
	1. Mike Metheny will communicate with us as to date and location. He believes it will be in connection with the training in Centennial, Colorado, on April 21, 2017.
11. **For the Good of the Order**
	1. A comment made about longevity of service required by the Treasurer and burden this places on one individual. A suggestion was made to create a Treasurer Committee as another Region does, which also provides more members to be involved in service.
	2. Utah Chapter announced that it has named their Chapter Service Award in honor of Gilbert Gonzales. The announcement was made in the meeting with Gilbert present.
12. **Adjournment**
	1. Moved and seconded.