

THE SAN JOAQUIN VALLEY CHAPTER
of the
INTERNATIONAL CONFERENCE OF BUILDING OFFICIALS
and the
INTERNATIONAL CODE COUNCIL
CONSTITUTION AND BYLAWS

June 16, 1994

Revision Date: November 14, 2002

CONSTITUTION and BYLAWS

BYLAWS OF THE SAN JOAQUIN VALLEY CHAPTER OF
THE INTERNATIONAL CONFERENCE OF
BUILDING OFFICIALS (SNCICBO)
AND THE INTERNATIONAL CODE COUNCIL
A California Nonprofit Public Benefit Corporation

ARTICLE I: NAME, PURPOSE AND OBJECTIVES

- I-1. Name: This organization shall be known as the San Joaquin Valley Chapter of the International Conference of Building Officials and the International Code Council, hereinafter in these Bylaws referred to as "the Chapter." The abbreviation for this organization shall be SJVCICBO.
- I-2. Purpose: The purpose of the Chapter is to assist the International Conference of Building Officials (ICBO) and the International Code Council (ICC) by being organized and operated for purposes of furthering public safety and welfare in the construction, use and location of buildings and related structures. And the continued work toward development and adoption of the Coordinated Set of International Codes
- I-3. Objectives: The objectives of the Chapter are to assist the International Conference of Building Officials and the International Code Council in accomplishing the following:
- a. To investigate and promote the principles underlying safety in the construction, occupancy, and location of buildings and structures.
 - b. To engage in code-related activities that include, but are not limited to:
 1. Formulating the Chapter's position on proposed changes to the model codes.
 2. Interpreting the model codes.
 3. Analyzing and interpreting evaluation or research reports issued by the International Evaluation Services.

4. Applying the model codes to the local governmental jurisdictions in the Chapter's geographical area.
 5. Any other matters relating to the formalization, administration or enforcement of codes, laws or regulations pertaining to building construction ,
- c. To research, recommend, and promote uniform regulations, legislation and enforcement pertaining to all phases of building construction.
 - d. To promote the adoption of the Coordinated Set of International Codes and other model codes and related documents which are designed to advance the cause of uniformity in regulations for the construction.
 - e. To advise and assist in the administration of building laws and ordinances.
 - f. To develop support and participate in educational seminars and training programs relating to building construction procedures and practices and administration and enforcement of building regulations.
 - g. To advance the professional skills of those engaged in the administration and enforcement of building codes.
 - h. To do all such other things as are incidental to or desirable for the attainment of the above objectives.

ARTICLE II. MEMBERSHIPS AND VOTING

11-1. Membership: There shall be the following classes of memberships.

- a. Class A Membership. Class A member designee of the Conference, as that term is defined in the bylaws of the Conference ("ICBO or ICC Class A member designee"), and who is the designated representative of a governmental unit or agency engaged in the administration or formulation of laws and ordinances relating to building construction.
- b. Class B Membership. A full-time government employee who is an associate, assistant, or deputy of a Class A member and who is responsible for the enforcement or administration of laws and ordinances relating to building construction.
- c. Class C Membership. An individual actively engaged in building, construction, design, material supply or new ' material and method development, who is sincerely interested in the health, safety and welfare of the general public.

- d. Professional Membership. An individual or firm, incorporated or unincorporated, engaged in the practice of architecture, engineering, inspection, research, or testing.
- e. Industrial Membership. An individual or organization engaged in the engineering, manufacturing or sale of products, materials, or services related to construction or to building regulations.
- f. Subscribing Membership. Associations or groups of firms or corporations interested in objectives of the Chapter.
- g. Honorary Membership. An individual who has rendered outstanding and meritorious services in the furtherance of the objectives of this Chapter and who shall be proposed by the Board of Directors and confirmed by a majority vote at any regular meeting.
- h. Retired Membership. Any former Class A, Class B, or Class C member who is retired.
- i. Student Membership. An individual enrolled in classes or a course or study occupying at least 12 hours of classroom instruction per week and not eligible for a Class A, Class B, or Class C membership.

II-2. **Forfeiture of Membership.** Membership in the Chapter shall be declared forfeit by the Board of Directors for any of the following reasons:

- a. Nonpayment of dues after a six-month period of delinquency.
- b. Conduct determined by the Board of Directors to be adverse or harmful to the best interest of the Chapter.

II-3. **Voting.** All members regardless of classification shall be entitled to vote except as provided hereinafter. Only Class A and Class B members shall have the right to vote on Chapter business or interests pertaining to:

- a. The election of an officer or officers of the Chapter
- b. The disposition of Chapter assets
- c. A merger of the Chapter
- d. Dissolution of the Chapter
- e. Changes to the articles of incorporation or bylaws of the Chapter

- f. Code-related activities, which shall include:
 - 1. Formulating the Chapter's position on proposed changes to the model codes.
 - 2. Interpreting the model codes.
 - 3. Analyzing and interpreting evaluation or research reports issued by the International Evaluation Service.
 - 4. Applying the model codes to the local governmental jurisdictions in the Chapter's geographical area.
 - 5. Any other matters relating to the formulation, administration or enforcement of codes, laws, or regulations pertaining to building construction.

Each member entitled to vote shall have one vote and one vote only. All members may attend meetings, make or second motions, and submit comments and information to Class A and Class B members at such meetings and may serve on committees and subcommittees.

ARTICLE III: ELECTED OFFICERS

III-1. Officers. Elected officers of the Chapter shall be the President, Vice President, Secretary, and Treasurer. Elected officers shall be known as the Executive Board of Directors. Elected officers shall be either Class A or Class B members.

III-2. Terms of Office. Elected officers shall serve a one (1) year term unless re-elected. When an officer ceases to be employed as a building official, inspector, or other similar position qualifying him or her as a Class A or Class B Member, he or she will automatically be relieved from office.

III-3. Powers. Elected officers shall supervise affairs of the Chapter, authorize payment of bills, and shall have the authority to make contracts subject to approval by the Board of Directors and ratified by the general membership.

III-4 Duties

- a. Past President. The Past President shall serve as a member of the Board of Directors and as Chairman of the Nominating Committee and shall perform such other duties amenable to him or her as may be requested from time to time by the Board of Directors consistent with the duties of other officers.

- b. President. The President shall be the Chief Executive Officer of the Chapter and shall preside at regular meetings and at meetings of the Board of Directors. The President shall have such other duties as determined by the Board of Directors. The President shall appoint all committee chairmen.
- c. Vice President. In the absence or disability of the President, the Vice President shall assume the duties including any duties on any committee and, in the absence of both, the Secretary shall do so. The Vice President shall have additional duties as prescribed by the President and/or the Board of Directors.
- d. Secretary. The Secretary shall keep a book of minutes of all meetings of the Board of Directors and all regular and special meetings of the Chapter including a list of names of those present. The Secretary will keep a register of all members' names and addresses, provide notice of all regular meetings, and shall perform such other duties as requested by the Board of Directors.
- e. Treasurer. The Treasurer will keep an accurate account of all revenues and expenditures of the Chapter and make regular reports of the fiscal status of the Chapter whenever requested by the President and shall perform such other duties as may be requested by the Board of Directors.

III-5. Board of Directors. Subject to the provisions of the California Non-profit Corporation Law and any limitations in the Articles of Incorporation and these Bylaws relating to action required to be approved by the members, the business and affairs of the corporation shall be managed and all corporate powers exercised by or under the direction of the Board of Directors.

- a. The Board of Directors shall consist of the Past President and five active Chapter members. It shall be preferable and the membership is encouraged to elect one Board of Director from each of the five (5) counties within the Chapter area.
- b. Each Board of Director shall be elected for a two (2) year term.
- c. Any director may be removed by the officers with just cause and shall be ratified by the members at the next regular meeting.

III-6. Nominating Committee. There shall be a Nominating Committee. The immediate Past President of the Chapter shall serve as an ex officio nonvoting member and shall act as Chairman. The Board of Directors shall appoint the committee members and from time to time fill vacancies. The nominating committee shall recommend members to fill all vacated positions. The

committee shall bring forth nominations for new Chapter Officers to the membership at the October Chapter meeting.

- III-7. Removal of Officers. Any officer except the immediate Past President, may be removed for just cause by the Board of Directors and ratified at the next regular meeting of the members.
- III-8. Resignation of Officers. Any officer may resign at any time by giving written notice to the Chapter. Any resignation shall take effect upon the date of the receipt of that notice or at any later time specified in that notice.
- III-9. Vacancies in office. A vacancy in the office of President shall be filled by the Vice President. A vacancy in the office of the Vice President shall be filled by the Secretary. Any other vacancy among the officers (other than immediate past President) may be filled by the Board of Directors.

ARTICLE IV: MEETINGS

- IV-1. Regular Meetings. Regular meetings shall be held monthly at a time and place selected by the President to transact chapter business.
- IV-2 . Special Meetings . Special meetings shall be held as and when called by the President, the Board of Directors, or when requested by a majority of the membership.
- IV-3. Quorum. A quorum at any regular meeting of members shall consist of ten or more members in attendance . Five of the members shall be Class A or Class B members.
- IV-4 Parliamentary Procedures. Parliamentary procedures shall be as defined in Roberts Rule Of Order.

ARTICLE V: DUES

- V-1. Dues.
 - a. The annual dues for the various types of membership shall be established and modified from time to time by a resolution of the Board of Directors.
 - b. Dues for the calendar year shall be payable by March 1 or other date established by the Board of Directors, which may provide for proration of dues for new members during the initial year of membership. Dues not paid within six (6) months of the date on which they are payable are delinquent.

- c. Members delinquent in payment of dues shall lose voting privileges, be removed from mailing and may be suspended by action of the Board of Directors and may be reinstated only by favorable action of the Board of Directors.

ARTICLE VI: AMENDMENTS

- VI-1. Submittal of Proposed Amendments. Proposed amendments of these Bylaws may be submitted at any regular or special meeting provided that the proposed amendment or amendments shall be supported by five (5) Class A or Class B members of the Chapter.
- VI-3. Discussion. The proposed amendment or amendments may be discussed and amended at the meeting noticed for that purpose and if approved by the members present, shall be sent to all Class A and Class B members for approval.
- VI-4. Voting. Letter ballots shall be sent to all Class A and Class B members within thirty (30) days following the meeting at which the amendment or amendments were discussed. A two-thirds (2/3) majority vote of such members voting or a majority of all Class A and Class B members, whichever is the lesser, is required for adoption. Letter ballots must be received by the Board of Directors within sixty (60) days of the date of mailing in order to be considered in the vote.
- VI-5. Effective Date of Amendment. Proposed amendment or amendments, once approved, shall take effect at the first regular meeting of the fiscal year.

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ARTICLE VIII. GENERAL PROVISIONS

- VII- 1. Fiscal Year. The fiscal year of this Chapter shall begin on January 1 and end on December 31.
- VII-2 . Annual Audit. The Board of Directors shall have an audit made of the books of the Chapter at the end off each fiscal year, which will include an inventory of all furniture, equipment, machines, books, etc., belonging to the Chapter. The audit and inventory shall be reported to the membership at the first regular meeting of the fiscal year.
- VII-3. No Benefit of Any Individual. No part of the earnings, if any, of this Chapter shall insure to the benefit of any member or other individual, and no gain, profit, or dividends shall ever be distributed to any of the members of this Chapter or inure to the benefit of any private persons except a fund, foundation, or corporation organized and operated for charitable, scientific, literary, or educational purpose.

- VII-4. Operating Rules. The day-to-day Chapter operations, policies, and procedures such as detailed officer duties, rotation of meeting places, and records maintenance; and the receipt, disbursement, obligation and accounting of Chapter funds shall be recorded in the Chapter Operating Rules. The President shall bring before the membership the Operating Rules for review at the first meeting of each year. Any Chapter rule, policy or procedure shall be subject to amendment at any regular meeting by a two-thirds (2/3) majority vote of such members voting or a majority of all Class A and Class B members, whichever is the lesser, and any such amendment shall become effective immediately.
- VII-5 Records. Historic Records prior to 2000 are currently kept at the County of Kern Building Inspection Department.

ARTICLE VIII: AGREEMENTS

- VIII-I. Relationship to ICBO/ICC. The representations, acts, omissions and agreement of the Chapter shall not be imputed to the International Conference of Building Officials/International Code Council and the Chapter has no authority to act on behalf of or to bind the International Conference of Building Officials or the International Code Council.

PASSED AND ADOPTED

_____ Vice President

Attest: _____ Secretary

SAN JOAQUIN VALLEY CHAPTER OF LC.8.0. /I.C.C.