



March Membership Meeting & Training
Clarion Hotel
Portland, ME
Thursday, March 7, 2024

AGENDA

A. Call to order: Ben McDougal called the meeting to order at 12:43 p.m.

B. Calling of the Roll of Officers: Ben McDougal, Greg Gilbert, Don Fiske, Justin Brown, Jake Deslandes, Bill Longley, Brian Longstaff, Ryan Smith, Chelsea Carll (MMA)

Excused Absences: Barb Skelton, Mark Stambach, Ben Breadmore, Michael Falvey, Werner Gilliam, Jon Rioux, Stew Brooks, Jeff Wallace

Guests: Paul Demers – Office of the State Fire Marshal, Bill Nash – International Code Council

SEE CLASS LIST FOR RECORD OF ATTENDEES 3.7.24

It was determined there was a quorum of at least 7 Officers/Directors to conduct business.

C. Review and acceptance of the minutes from the previous meeting – December 7, 2023

Motion made by Brian Longstaff, seconded by Ryan Smith, all approved of the previous board meeting minutes on December 7, 2023.

D. Communications and Bills paid since December 7, 2023 Membership Meeting

Communications – Ben McDougal did not have anything to report.

Bills paid since December 7, 2023 Membership Meeting:

Date	Amount	Details
12.07.23	\$2,810.00	Green Ladle
1.02.24	\$35	Personify Refund - Hallowell
1.6.24	\$100	Jeff's Catering Deposit
1.11.24	\$202.62	Nov. MMA Services
1.16.24	\$550	Clarion Deposit for 3.7.24
1.25.24	\$250	Keeley's Deposit 9.12.24
1.25.24	\$250	Keeley's Deposit 10.29.24
1.26.24	\$450	MMG Insurance
2.5.24	\$152.35	Dec. MMA Services

E. Report of the Officers' and Treasurers' Report: October – December 2023

Don Fiske reported total assets as of October 31, 2023 were \$52,300.79, as of November 30, 2023 were \$42,309.97, and as of December 31, 2023 were \$37,971.81.

Motion made by Bill Longley, seconded by Jake Deslandes, all approved the October, November, and December financial reports as presented.

Don Fiske reported that the 2024 budget will be available for approval at next board meeting.

F. Report of Committees

1. **By-Laws Committee** – Barb Skelton
No report.
2. **ESBOF Committee** – Brian Longstaff
Brian Longstaff reported that notice of eastern state officials conference registration has been circulated to the Moose Chatter. The conference will be held in Portsmouth, NH on April 8-9. The Full conference registration fee is \$450 and there's a one-day rate option and virtual option as well. He encourages all to attend. He mentioned that there will be a building official's academy available at the conference. Bill Longley said that he will be in attendance.
3. **Education Committee** – Jeff Wallace
Ben McDougal reported on Jeff's behalf that they are one phone call away for having the agenda finalized for the spring code conference. The brochure will be available soon to open registration. Bill Longley inquired about a save the date card, and MMA services will work on getting that circulated.
4. **Legislative Committee** – Werner Gilliam
Brian Longstaff reported that Werner circulated an email in the moose chatter for review, including contractor certification. McDougal said this may be a good opportunity to include contractors in the MBOIA group.
5. **NEBOEA Committee** – Paul Demers
Paul Demers reported that NEBOEA will be meeting tomorrow, which will include a review of last year's conference, and discussion of plans for this year's conference in early October (7-9).
6. **NERC Region** – Paul Demers
Paul Demers reported that the group Region 6 is ICC's regional chapter for New England. He said that about a dozen representatives meet weekly on Tuesdays via zoom. He spoke highly of their level of activity in the region. They are currently reviewing proposals for code hearings coming in the beginning of April – including IBC structural, general and fire code, as well as IRC and IMC codes. Paul encourages MBOIA members to engage in the code hearings to advocate for their areas of need. There was a discussion.
7. **Northern Chapter Update** – Stewart Brooks/Michael Falvey
MMA reported that the Northern Chapter training on April 10 is now available on the MMA website for registration.
8. **Website/Technology Committee** – Don Fiske
Don Fiske reported that he is working on building MBOIA's presence on LinkedIn and circulating information to membership about Moose Chatter rules and conduct.
9. **Marketing Committee** – Ben McDougal

Ben McDougal reported that hats were ordered for the code conference.

10. Membership & Nominating Committee – Bill Longley

Bill Longley reported that there is one member for approval and will wait until new business to report.

11. Scholarship Committee – Bill Longley

Bill Longley reported that someone called MMA recently inquiring about college scholarship funding, and he clarified that scholarship is currently eligible for training and the code conference. He is interested in exploring other scholarship opportunities that MBOIA could offer.

12. Sprinkler Coalition Committee – Barb Skelton

No report.

13. MBOIA Member of the year Committee – Brian Longstaff

No report.

14. Mentorship committee – Jon Rioux

Greg Gilbert reported on Jon’s behalf that he is planning next month to reach out to MBOIA members to seek volunteers for mentor-mentee opportunities.

G. Unfinished Business

No unfinished business

H. New Business

- New Members

Name	Mem Title	Employer/Municipality	Membership Type
Miles Hutchinson	Code Enforcement Officer	Gorham	Active (check in mail)

A motion was made by Bill Longley, seconded by Jake Deslandes, to approve Miles Hutchinson as an active member. All approved.

- ICC Day of Service at the ABM
Greg Gilbert reported on the ICC Day of Service, which is a volunteer initiative with Habitat for Humanity. The ABM will be in Long Beach and participating in their 10th year of service supporting low-income neighborhoods. 40% of the communities they are serving are veterans. They are working on playscapes and beautification of the areas. The group is seeking donations, and Greg is requesting \$500 donation towards the cause.

Motion made by Don Fiske, seconded by Bill Longley, to donate \$500 to the ICC Day of Service at the ABM. All approved.

- Bill Nash reported on ICC regarding the BRICK and energy code grant funding to support the work of code officials. He reported on a matrix/flow chart to guide code officials for grants applicable to various causes. He encourages this matrix to be made available to Moose Chatter for membership to review. Bill Nash also reported that ICC is celebrating their 30th anniversary this year and encourages membership to visit the ICC website to contribute some words of recognition on their digital bulletin board. He

APPROVED

encourages membership to submit their nominations for ICC member of the year by March 15. He also spoke to the Northern Chapter training taking place on April 10, and spoke to the need for regulations for modular homes. He spoke to the ICC Leadership academy at the end of March and membership council meetings taking place. Lastly, he reported that May is Building Safety Month, and encourages the board to make an official campaign in Maine for the cause. ICC has resources (templates, photos, social media tools) available on their website to aid in this effort in each member's municipalities.

Motion by Paul Demers to proclaim May as Maine's "Building Safety Month", seconded by Don Fiske. All approved.

Bill Nash will contact Barb Skelton, secretary, to carry out this campaign on the MBOIA website.

I. The Good and Welfare of the Association

No report.

J. Adjournment

Motion to adjourn by Greg Gilbert, seconded by Brian Longstaff. The meeting adjourned at 1:23 PM. All approved.