

# Illinois Council of Code Administrators

## BOARD MEETING MINUTES

Tuesday, January 19th, 2021 – 11:00 a.m.

Virtual via Webex.

1. President Engebretson called the meeting to order at 11:06 am.
2. Executive Board members present: Dale Engebretson, Kathryn Gruber (IPOC), Chad Truran (CEOSI), Jeff Albertson (Fox Valley), Sanyokta Kapur (NWBOCA),
  - a) Board members and others present: Herman Beneke, Joe Kuhlbeck, Rhonda Klecz, Jose Zavala, Jim Smith, Margaret Vaughn, Jerry Meichke, Gerald Tienstra, past president Greg Thorpe and director Jeff Stehman (QUORUM)
3. Nov. 17<sup>th</sup> meeting minutes approval– A motion was made by Jeff Albertson, second Kathryn Gruber to approve. All ayes.
4. Election of Officers– Brought forth by Dale E.
  - a) Slate of Candidates as follows: Kathryn Gruber–President, Jeff Albertson–Vice President, Sanyokta Kapur–Treasurer, Chad Truran–Secretary, Sgt. At Arms–Vacant, Dale Engebretson–past president. Dale asked someone to step forward to fill in that role, Jose Zavala stepped up to fill in role of Sgt. At Arms if approved. Greg Thorpe called the slate of candidates to the group. Dale asked for nominations 3 times, no others called. Slate approved. Dale asked for body at large verbal vote for candidates as presented, all ayes. Tim Schmitz swore in the candidates. New executive members appointed from the slate.
5. Presidents report–
  - a) Past presidents report–Dale said it has been an interesting year, positive form for ICCA. Will try to continue to meet at least once a year in person but mainly through online meeting. More members show up when we meet that way. Discussed private sector being members and past discussion on that item. Thanked the board for the support.

- b) Presidents report–Dale turned the gavel over to Kathryn Gruber. Kathryn asked Sonya to provide a Secretary’s report for the year and if anything needed changed for 2021. Sonyokta said she has gained a lot of experience working with everyone, but really wants to see more outreach with ICCA and member chapters. Website administrator, Greg Thorpe is still the admin of the site, but would gladly pass it on. Stehman stated that it is tough to keep things updated, everyone is busy, but it can be expensive to have some 3<sup>rd</sup> party to take care of the site. Greg stated the same. Greg stated that he is maintaining minimally but can continue to do it instead of 3<sup>rd</sup> party. Jeff Albertson stated that it is up to all of us to watch the website and report any items that may need updated. Stehman agreed about exposure from ICCA to local chapters. Sanyokta discussed annual fees. Kathryn stated that there was a by-law change that gave more time to chapters to pay.
6. Treasurers report–Jeff Albertson gave Nov and Jan report. No activity same balance. Jeff discussed not receiving invoice from Margaret. Margaret said that she did get paid but has not sent out invoice for January. Margaret is paid up through December. Jeff and Margaret will investigate the matter offline and will report back at next meeting. Margaret said that she had heard from the accountant and the IRS is ready to approve us. Accountant just needs a bank statement. Dale wanted to make a motion to approve, Kathryn expressed concern and wanted to wait until next meeting to approve until Jeff and Margaret had things worked out. Greg suggested motion to approve report as submitted. Motion to approve report as submitted, Greg Thorpe, Dale Engebretson second, all in favor. Jeff A. stated that everything would be shown on the next report. Jeff is also going to get Sanyokta on the bank account. Both will coordinate getting that done. Jeff A. asked if fees will be changed for dues, due to covid, will be discussed later. Discussion changed to helping municipalities and having meetings online. Tim Schmitz said we can use his webex as necessary, just contact him.
7. Secretary report–Focused on banking efforts and getting items turned over. Training and has gained a lot of experience in her position.
8. Sgt. At Arms report–Chad T expressed that online payments would be a nice addition to the site. Rhonda gave info for what service they use. Chad and Rhonda will discuss.
9. Committee report–
  - a) Critical infrastructure–Kathryn stated there was a meeting but nothing major to report.
  - b) FAST committee–Jeff Stehman gave report. Discussed info on the 3–person group that was formed to meet with engineers, architects and

“implemand” partnership. Rosemarie Grant stated that the “implemand” was not going to work. Too many roadblocks according to her. Now back implementing our own system. Unfortunately, covid has everything tied up and shut down. Hopefully in the next few months can get everything going again. (PWMAN)

#### 10. ICCA Legislative update from Margaret Vaughn:

- a) Margaret stated that she and Jeff found the missing invoice.
- b) Lame duck session just wrapped up. Madigan brought everyone in and tried to get everything pushed through as quickly as possible.
- c) Discussed the law enforcement bill.
- d) New speaker elected, Chris Welch.
- e) Chad T asked about Yingling bill and if he was going to introduce again. Margaret said that he could do it again. No other bills as they relate to anything we do.
- f) Margaret said that she needed to re-register ICCA as a lobbyist. Kathryn said that she would follow up with Margaret with regards to that. Kathryn asked what the deadline is for registering and Margaret said that it is within 48 hours of doing any business. Greg asked if it expired January 1, Margaret said yes. ICCA has to register as a separate lobbyist.
- g) Margaret said that she sent a counter proposal to reduce her lobbying fees and if we received it. Kathryn said we received it.
- h) Margaret asked if there was enough to cover payment and Jeff said yes. Kathryn asked Jeff if we still have to pay Margaret and if there is enough, just for clarification. Jeff said yes for these payments, but budget will get tight after that.

11. Old Business–Kathryn called for discussion on the 2021 lobbyist change. Gave a brief history on the future and past with IML and Margaret. Discussion centered around cost and services between the two. Concern regarding amount paid and services rendered from IML and whether it would be the same as what we have now. Motion made by Chad T. for executive director, Greg T and Kathryn G to negotiate similar services and payment not to exceed \$4500 with IML. All in favor. Meeting in two weeks (Feb 2<sup>nd</sup> 2021) to discuss the negotiation efforts.

#### 12. New business–

- a) Goals for the year–Kathryn G.–Online payments, website, lobbyist, promoting profession and training event. Thanks to Sanyokta for helping put together. Training brought in \$980. No costs associated. Jeff S. really wants to get ICCA reps out to membership local chapter meetings.
- b) Future meeting dates verified and are posted on the website.
- c) Next meeting March 16<sup>th</sup>, 2021

13. Motion to adjourn Dale E. second Jerry, all ayes.

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