

1 (j) To encourage and support all governmental entities, in ICC Region IX, to
2 have a code enforcement program staffed with certified personnel.

3 **Section 3.**

4 This section shall encourage the recommendation of the revisions to any International
5 code, provided, any recommended revision must be approved by a majority of those
6 active voting members present at a regular or special meeting.

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8 **ARTICLE II – MEMBERSHIP AND VOTING**

9 **Section 1.**

10 There shall be no personal, individual, or other liability whatever on the part of any
11 member of the Association either for debts of the Association or of any officer, agent or
12 employee thereof.

13 **Section 2.**

14 There shall be the following classes of members:

- 15 (a) **Active Member.** Any participating state associations or any chapter
16 active member within these state associations are active members of
17 Region IX.
- 18 (b) **Associate Member.** Any research organization, institute, architect,
19 engineer, building or mechanical contractor, manufacturer or dealer in
20 building materials or equipment, or other individual, partnership,
21 association or corporation that is interested in the purposes and objectives
22 of the Association shall be eligible for associate membership upon
23 approval of the Board of Directors.
- 24 (c) **Honorary Member.** Any person, firm, association or corporation
25 rendering outstanding services to the Association may be approved by the
26 Board of Directors for honorary membership.

27 **Section 3.**

28 Only active members shall be entitled to vote on any question in the meetings of the
29 Association, but all members shall be entitled to participate in meetings and discussions
30 and to serve on committees except as otherwise provided herein. For the purpose of
31 assuring fair and definitive consideration of all pertinent questions, and member may
32 make or second a motion in general meetings, but only active voting members shall be
33 entitled to vote on such motions.

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35 **ARTICLE III – OFFICERS and BOARD OF DIRECTORS**

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37 **Section 1.**

38 The property, business affairs and policies of ICC Region IX shall be by or under the
39 authority of a Board of Directors consisting of three directors from each state. The board

1 of directors will choose a President, Vice-President, Secretary and Treasurer. The
2 immediate Past-President shall be an ex-officio of the Board of Directors.

3 **Section 2.**

4 The Officers of the ICC Region IX shall be the President, Vice-President, Secretary, and
5 Treasurer who shall be chosen by the board of directors.

6 **Section 3.**

7 The terms of the Officers and Board of Directors shall be:

- 8 (a) President - One year.
- 9 (b) Vice-President - One year.
- 10 (c) Immediate Past - President- One year.
- 11 (d) Secretary - One year
- 12 (e) Treasurer - One year
- 13 (f) Directors - Initially, each state shall appoint three directors. One for a one
14 year term, one for a two year term and one for a three year term. After
15 these staggered terms are established, directors' terms shall be as follows.

16 1. Three Directors from the State of Alabama shall be
17 elected to one (1) three-year term.

18 2. Three Directors from the State of Florida shall be
19 elected to one (1) three-year term.

20 3. Three Directors from the State of Louisiana shall be
21 elected to one (1) three-year term.

22 4. Three Directors from the State of Mississippi shall be
23 elected to one (1) three-year term.

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25 Each state shall determine it's own method of selecting the directors
26 elected to the Board of Directors.

27 Each newly elected officer or directors shall take office by October 1.

28 **Section 4.**

29 **Duties of Officers**

30 (a) **The President** shall preside at all Association and Board of Directors
31 meetings. The President shall be responsible for administering the policies
32 of the Board of Directors and the Association, and for planning and
33 organizing, in conjunction and cooperation with the Board of Directors;
34 annual, special, educational meetings of the Association. The President
35 shall appoint, with the approval of the Board of Directors, such standing,
36 special, or advisory committees as may be deemed necessary, naming the
37 Chairman of Legislation Committee. The President shall co-sign all
38 checks written on the account of the Association.

1 (b) **The Vice-President** shall preside at meetings in the absence of the
2 President. The Vice-President shall assist the President in the
3 administration of the affairs of the Association. In the absence of the
4 President, the Vice-President may co-sign checks.

5 (c) **The Secretary** shall preside at meetings in the absence of the President
6 and Vice-President. The Secretary shall be responsible for recording the
7 minutes to the Association and Board of Directors meetings, and shall
8 transmit copies of such minutes to the Association members. In the
9 absence of the President, the Secretary may co-sign checks.

10 (d) **The Treasurer** shall maintain accurate records of the business affairs of
11 the Association, and account to the Board of Directors for all funds of the
12 Association. Upon expiration of term, all records and funds of the
13 Association shall be delivered to the Treasurer's successor. The Treasurer
14 shall serve as Chairman of the Membership Committee. The Treasurer
15 shall sign all checks written on the account of the Association. In the
16 absence of the President, the Secretary or Vice-President may co-sign
17 checks.

18 **Section 5.**

19 **Vacancies.**

20 (a) Vacancies occurring on the Executive Board shall be filled by the Board
21 of Directors. Such appointees shall serve only until the next general
22 election .

23 (b) Vacancies occurring on the Board of Directors shall be filled by
24 appointment by the State for which the position was held. Such
25 appointees shall serve only until the next general election, at which time
26 the State from which the position comes must elect a director for the
27 remainder of the term.

28
29 **Section 6.**

30 **Removal.** A member of the Board of Directors of Officers may be removed for cause
31 by a two-thirds majority vote of the members present at a quorum meeting of the
32 Board of Directors. The removal of a member of the Board of Directors shall be
33 mandatory when he/she has missed three consecutive meetings of the Board of
34 Directors upon recommendation of the President. The member in question shall be
35 given 20 days notice of such action and shall be afforded a hearing before the Board
36 of Directors. Failure upon the part of the member to attend the hearing shall be cause
37 for removal by default and shall not be subject to an appeal. Removal actions are
38 effective immediately upon action of the Board of Directors. A member of the Board
39 of Directors not actively employed as defined in Article II Section 2(a) for a period
40 of sixty calendar days shall be removed as a Board Member.

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42 **ARTICLE IV – NOMINATIONS AND ELECTIONS**

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Section 1.

The Nomination Committee shall recommend a slate of candidates, as required, from the Board of Directors, which shall be submitted at the Annual Meeting.

Section 2.

The Officers of the ICC Region IX shall be the President, Vice-President, Secretary, and Treasurer who shall be chosen by the board of directors.

ARTICLE V – ASSOCIATION CHAPTERS

Section 1.

The International Code Council Region IX shall encourage and recognize the establishment of state and local chapter organizations of its members, the purpose of which shall be the furtherance of the objects of the Association in the region or locality.

ARTICLE VI – COMMITTEES

Section 1.

The Association shall have the following standing committees:

- (a) **Legislative Committee** – consisting of the President as Chairman and four active members with one from each State.
- (b) **By-Laws Committee** – consisting of the Vice-President as Chairman and four active members with one from each State.
- (c) **Membership Committee** – consisting of the Secretary as Chairman and four members with one from each State.
- (d) **Education Committee** – consisting of the Treasurer as Chairman and four members with one from each State.
- (e) **Nomination Committee** – consisting of Immediate Past-President as Chairman and four active members with one from each State.

Section 2.

In addition to the Standing Committees, there shall be such other special or advisory committees as may be appointed by the President, subject to the approval of the Board of Directors.

Section 3.

Duties of the Committees

- (a) **Legislative Committee:** The Legislative Committee shall keep informed as to any legislations proposed or pending in the State or Federal

1 legislature which pertain to the Association, purpose to advise the
2 Association members of any such legislation, for action through
3 appropriate channels, any legislation deemed necessary to aid in the
4 accomplishment of the purpose and objects of the Association, and to
5 establish and maintain effective lines of communication with appropriate
6 State Legislative Committees.

7 (b) **By-Laws Committee:** The By-Laws Committee shall review and
8 recommend updates to the by-laws to reflect the current conduct and
9 practice of the Association .

10 (c) **Membership Committee:** The Membership Committee shall pass upon
11 membership applications of all classes, shall hear any and all evidence in
12 action toward revoking of membership and shall submit their
13 recommendation to the Board of Directors and shall plan, recommend,
14 and pursue a program towards increasing the membership of the
15 Association.

16 (d) **Education Committee:** The Education committee shall define the needs
17 of the membership and develop courses of instruction as required in
18 cooperation with recognized educational institutions and the International
19 Code Council; to promote or schedule courses of instruction which will
20 teach to the certification of personnel through the International Code
21 Council or other recognized institutions; to promote Building Safety
22 Week on an annual basis in cooperation with all local and state
23 jurisdictions, media, and the International Code Council; and to develop
24 the educational agenda at the annual conference by arranging for speakers
25 and presentations.

26 (e) **Nominations Committee:** The Nominations Committee, in addition to
27 the responsibilities of Article IV, Section 1, shall, sixty (60) days before
28 the Annual Business Meeting, mail to the membership a list of all elected
29 positions to be considered at the Annual Business Meeting and request the
30 submission of candidates to be considered by the Committee and
31 announce the time and place of the Nomination Committee meeting
32 where candidates can be interviewed and the Membership may present
33 comment, said meeting shall be held the day before the Business Meeting.
34 The Nominations Committee shall receive and consider nominations; and
35 recommend to the Board of Directors, whenever the situation warrants, an
36 Active member for excellence in performance Award in recognition of
37 outstanding accomplishments and service to the International Code
38 Council Region IX. The Committee shall establish, upon approval of the
39 Board of Directors, additional awards as are in the interest and purpose of
40 the Association.

41 ARTICLE VII – MEETINGS

42 Section 1.

43 **Annual Meeting.** An Annual Meeting shall be held each year at such time and place as
44 may be designated by the Board of Directors, for the purpose of election of officers,

1 training, information, exchange of ideas, discussion of mutual problems and legislative
2 issues.

3 **Section 2.**

4 **Special Meetings.** Special meetings may be called by the President at the direction of the
5 Board of Directors, and shall be called at the request, in writing, of not less than one-
6 third of the active members.

7 **Section 3.**

8 **Board of Directors Meetings.** At the conclusion of each annual meeting, the Board of
9 Directors shall meet to organize and transact such business as may be necessary. The
10 Board of Directors shall meet at such other times as may be called by the President, and
11 shall meet upon the request of three (3) members of the Board of Directors.

12 **Section 4.**

13 **Committee Meetings.** Each Standing Committee shall meet at least once a year and
14 shall meet at such other times as meetings may be called by the Chairman or at the
15 request of one-third of the members of the committee. Unexcused absences from any
16 three (3) meetings in one year shall constitute a resignation.

17 **Section 5.**

18 **Notices.** The Secretary shall give each Board member not less than thirty (30) days
19 notice, in writing, of any Association meeting.

20 **Section 6.**

21 **Quorum.** The quorum for Board of Directors meetings shall be a majority of members
22 of the Board, with a minimum of one (1) Board or Committee from each State.

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ARTICLE VIII ORDER OF BUSINESS

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26 **Section 1.**

27 **Regular Meetings.** At regular meetings of the Association, the order of business, so far
28 as the character and nature of the meeting may permit, shall be as follows:

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Minutes of the last meeting

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Report of the President

31

Report of Secretary-Treasurer

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Report of Committees

33

Unfinished Business

34

New Business

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Election of Officers and Directors (At Annual Business Meeting)

36

Adjournment

1 **Section 2.**

2 **Board Meetings.** At meeting of the Board, the order of business, unless otherwise
3 directed by the majority vote of those present, shall be as follows:

4 Reading of Minutes of last meeting

5 Report of Secretary-Treasurer

6 Reports of Committees

7 Unfinished Business

8 New Business

9 Adjournment

10

11 **Section 3.**

12 The order of business may be changed by the presiding officer, when he/she deems it
13 advisable and in the interest of the Association.

14

15 **Section 4.**

16 At all meeting of the Association, matters of parliamentary procedure shall be governed
17 by Robert's Rules of Order.

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1 **ARTICLE IX – ANNUAL DUES**

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3 **Section 1.**

4 The amount of dues for the various classes of membership shall be fixed by the Board of
5 Directors.

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ARTICLE X- AMENDMENTS

8 **Section 1.**

9 The constitution and by-laws may be changed or amended by one of the following
10 methods:

11 (a) Two-thirds vote of the Board of Directors at duly called Board of
12 Director's meeting.

13 (b) The Board of Directors may order any proposed amendment to be
14 submitted by mail to all active voting members, and it shall become
15 effective upon the receipt of the affirmative vote of a majority of such
16 active voting members responding within 30 days of the mailing.

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