

# BYLAWS

## The Indiana Association of Building Officials

Adopted April 29, 2019 at the General Membership Business Meeting of the Indiana Code Education Conference, Fort Wayne, Indiana.

### **Forward**

The Indiana Association of Building Officials, Inc., formerly the Indiana Inspectors' Association, Inc., adopted these amended bylaws at the Annual Business Meeting, April 24, 2018.

Founded in 1945, by a group of building officials who felt the need for leadership and cooperation in the promulgation, dissemination, and enforcement of the building codes within the State of Indiana, the Indiana Association of Building Officials, Inc. (formerly Indiana Inspectors' Association, Inc.) is a Chapter of the International Code Council.

Strength through numbers and cooperative effort would insure the best means of providing better service to the communities.

These factors are more important today with the introduction of new materials, with emphasis on energy savings and high cost connected with the building industry.

We, the members of the Indiana Association of Building Officials, will constantly use our combined knowledge and experience to establish liaison with various groups in promulgating workable codes and the understanding of those codes.

We will continually strive for proper enforcement of adopted codes to insure the safety, health, and public welfare of all individuals.

Forward dedicated the memory and the principles of Mr. Herman Darlage, Past President of the Indiana Association of Building Officials.

## **BYLAWS**

### **Article I**

#### **Name and Headquarters**

Section 1. NAME: The Name of this organization shall be Indiana Association of Building Officials, Inc.; hereafter referenced as the "Association".

Section 2. **HEADQUARTERS:** The principle office of the Association shall be located in the State of Indiana as designated by The Board of Directors of said Association. The Association may have such other offices whether within or without the State of Indiana as the business of the Association may require from time to time.

## **Article II Objective**

Section 1. **OBJECTIVES:** The objectives of this Association shall be the promotion of efficiency in public service by the closer relationship of the various inspectors and by the cooperation of the various departments of inspection in the state. To provide and distribute information to the membership and the public concerning fire and building safety. The Association shall establish and maintain a clearinghouse of information concerning building codes available to inspectors and their departments, and cooperate with all branches and departments of government in the enforcement of fire and building regulations in the State of Indiana for the promotion of life safety.

## **Article III Membership**

Section 1. **MEMBERSHIP CLASSIFICATIONS:** Active, Honorary, Retired, Professional, and Associate memberships are available as follows:

- **Active Membership:** Any person, while employed by a governmental taxing body within the state having the title of Building Official, Inspector, Code Specialist or Plan Reviewer may become an Active Member. The Membership and Credentials Committee may approve and forward application for other individuals to the Board of Directors for approval as Active Members. Any Active Member in good standing may vote and may hold an elective office in the Association as long as the member meets the qualifications set out in Article IV.
- **Honorary Membership:** The Board of Directors has the authority to nominate an individual, who has rendered outstanding and meritorious service in the furtherance of the objectives of the Association, for Honorary Membership. A majority vote of those in attendance at a general membership meeting shall confirm the individual's Honorary Membership. The Board has the authority to appoint Honorary Members to complete a vacant un-expired term of a District, or At-Large, Director. The Honorary Member is eligible to serve on committees, make motions at the Annual Business Meeting, and vote.

- Retired Membership: Any person retired from a governmental building department with in this state, not qualifying for Active Member status, may become a Retired Member of this Association. A Retired Member may attend meetings, be appointed as a member of any committee and may make motions at the Annual Business Meeting. Retired Members may not vote, hold elective office, or be eligible for any of the benefits as herein provided.
- Professional Membership: Any firm or person engaged in the building industry or related trade association may become a member by paying the prescribed dues. Professional Member may attend meetings, be appointed as a member of any committee and may make motions at the Annual Business Meeting. Professional Members may not vote, hold elective office, or be eligible for any of the benefits as herein provided.
- Associate Membership: Any person employed by a governmental building department with in this state, not qualifying for Active Member status, may become an Associate Member of this Association. Any Associate Member may attend meetings may be appointed as a member of any committee and may make motions at the Annual Business Meeting. Associate Members may not vote, hold elective office, or be eligible for any of the benefits as herein provided.

Section 2. CERTIFICATES: The Board of Directors may issue Certificates representing membership in the Association. The Certificate shall bear the President's signature, the seal of the Association, the member's name, membership status and the date issued.

Section 3. MEMBERSHIP CARDS: The Executive Director shall issue membership cards to members upon payment of dues for that fiscal year; said card shall bear the name of the member, type of membership, fiscal year, and the signature of the president.

## **Article IV**

### **Board of Directors**

Section 1. GENERAL POWERS: The Association grants the Board of Directors the authority to direct the management of its affairs.

Section 2. NUMBER & QUALIFICATIONS: The Board of Directors of the Association, hereinafter referred to as the "Board", shall be composed of the President, First Vice President, Second Vice President, Secretary-Treasurer and Immediate Past President. The Board of Directors shall also have an Active Member in good standing elected from each of the six districts as a

representative of the district and three representatives elected at large. Representatives shall serve in districts of their employment and not more than two persons may serve on the board from any one governmental entity. Those employed in multiple districts shall represent the district in which they reside, as indicated on the map found in the appendix and defined as follows:

District 1: Lake, Porter, LaPorte, Starke, St. Joseph, Marshall, Newton, Jasper, Pulaski, Fulton, Benton, White, Carroll, Cass, Miami, and Howard counties.

District 2: Warren, Tippecanoe, Clinton, Fountain, Montgomery, Boone, Marion, Vermillion, Parke, Putnam, Hendricks, Vigo, Clay, Owen, and Morgan counties.

District 3: Lawrence, Monroe, Sullivan, Greene, Orange, Crawford, Knox, Davies, Martin, Gibson, Pike, and Dubois, Posey, Vanderburgh, Warrick, Spencer, and Perry counties.

District 4: Elkhart, Kosciusko, LaGrange, Noble, Whitley, Steuben, DeKalb, Wabash, Huntington, Allen, Wells, and Adams, Blackford, Jay, and Grant counties.

District 5: Tipton, Madison, Delaware, Hamilton, Henry, Wayne, Hancock, Shelby, Rush, Fayette, Union, Franklin, Johnson, and Randolph counties.

District 6: Brown, Bartholomew, Decatur, Jackson, Jennings, Ripley, Ohio, Dearborn, Washington, Scott, Jefferson, Switzerland, Harrison, Floyd, and Clark counties.

The North-at-Large District Representative shall represent those counties located within Districts 1 and 4.

The Central-at-Large District Representative shall represent those counties located within Districts 2 and 5.

The Southern-at-Large District Representative shall represent those counties located in Districts 3 and 6.

The officers of the Association shall serve as the Officers of the Board of Directors.

Section 3. TERM OF OFFICE: The term of office of the elected District Representatives shall be for two (2) years with the odd numbered districts, North-at-Large District representative and South-at-Large District representative elected in the odd-numbered calendar years and the even numbered districts and Central-at-Large District elected in even-numbered

years. All Representatives shall begin their term on January 1 of the year following their election and shall serve until the end of their term.

Section 4. ANNUAL MEETING: An Annual Meeting of the Board is required, without other notice than these Bylaws and, at the same place as the Annual Business Meeting.

Section 5. ADDITIONAL MEETINGS: The President or a majority of the Board may request additional meetings of the Board for conducting business of the Association. The President or a majority of the Board may fix any place as the place for holding an additional meeting of the Board.

Section 6. NOTICE: Board Members must receive notice for the Annual Meeting, and any other meetings held by the Board, at least ten (10) days prior to the meeting, by mail (when postmarked ten (10) days before the scheduled meeting), in person or electronically. Attendance of a Board Member at any Board meeting, or at a meeting where there is an announcement of the next scheduled meeting, shall constitute a waiver of notice of such meeting or subsequent meeting, except where a Director attends a meeting for the express purpose of objecting to the meeting as not a lawfully called, or convened, meeting.

Section 7. QUORUM: A majority of the Board shall constitute a quorum for the transaction of business at any meeting of the Board. The Executive Director shall notify members of meetings cancelled for lack of a quorum and any rescheduled meetings.

Section 8. MANNER OF ACTION: The act of the majority of the Board Members present at the meeting at which a quorum is present shall be the act of the Board.

Section 9. VACANCIES: The Board may fill any vacant position or require an election for the position by the membership at an Annual Business Meeting. A Director elected to fill a vacancy shall serve for the unexpired term of the predecessor in office.

Section 10. REMOVAL FROM OFFICE: Any Director may be removed by at least a two-thirds (2/3) vote of the Board whenever, in their judgment, the best interest of the Association will be served.

## **Article V**

### **Officers**

- Section 1. **OFFICERS:** The officers of the Association shall be the President, First Vice President, Second Vice President, Secretary-Treasurer, and the Immediate Past President, hereinafter referred to as the “Executive Committee”. Active Members in good standing having served for one (1) full year on the Board prior to taking office are qualified to be an officer of this Association.
- Section 2. **TERM OF OFFICE:** The term of office shall be for a period of one (1) year for the President, First Vice President, Second Vice President, and the Secretary-Treasurer. The President, First Vice President, Second Vice President, and the Secretary-Treasurer shall take office January 1 of the year following their election and shall serve until the end of their term.
- Section 3. **REMOVAL:** Article IV, Section 10 of these by laws allows for removal of any officer for just cause.
- Section 4. **VACANCIES:** The Board has the authority to fill any vacancy on the Board caused by death, resignation, or removal, for the unexpired portion of the term.
- Section 5. **PRESIDENT:** It shall be the duty of the President to plan and pursue policies, which promote the welfare and purpose of this Association. The President shall preside over all meetings of the Board of Directors, and of the general membership, when in attendance. The President shall serve as Chairman of the Annual Business Meeting and serve as member ex-officio of all committees. The President shall approve vouchers for the payment of ordinary expenses or expenses incurred under any approved contracts.

The President shall sign all official documents and authorized orders of the Secretary-Treasurer. The President shall decide all questions of order in all meetings, subject to an appeal to members present qualified to vote. The President shall appoint the Chairman for Association Committees with the exception of the Annual Business Meeting Chairman, Membership and Credentials Committee and the Nominating Committee.

- Section 6. **FIRST VICE PRESIDENT:** In the event of absence, death, resignation, or permanent incapacity of the President, the First Vice President shall perform the duties of the President, either temporarily or until the next election. The First Vice President shall serve as first associate administrator to the President and shall perform such duties as assigned by the President. The First Vice President shall appoint the Co-chair for the current Annual Business Meeting Committee, within the first forty-five (45) days of taking office, who shall then serve as Chairman of the Annual Business Meeting Committee the following year.
- Section 7. **SECOND VICE PRESIDENT:** In the event of the absence, death, resignation, or permanent incapacity of the President, and/or the First Vice President, the

Second Vice President shall perform the duties of the President, and/or the First Vice President, whether temporarily or until the next annual election. The Second Vice President shall serve as second associate administrator to the President and shall perform such duties as assigned by the President. The Second Vice President shall serve as the Chairman of the Membership & Credentials Committee,

Section 8. **SECRETARY-TREASURER:** The Secretary-Treasurer shall attend all general membership meetings of this Association and shall serve as Secretary of the Board. The Secretary Treasurer shall serve as a member of the Annual Business Meeting Committee, and the Membership and Credentials Committee. The Secretary-Treasurer shall direct the fiscal activities of the Association, the Executive Director and investment contractors. At the Annual Business Meeting, the Secretary-Treasurer shall provide a financial summary to the Board and the general membership.

Section 9. A minimum \$50,000 insurance policy shall cover the Officers of this Corporation effective upon taking office.

## **Article VI Contracts, Checks, & Deposits**

Section 1. The Board shall approve all contracts entered into by this Association and the bank or banks used by the Association. The Board shall order and approve all investments of surplus funds in Government Bonds or Bonds of the State of Indiana or otherwise, shall order as well as fix the salaries of all employees, and shall regulate the expenditures of and features of the Annual Meeting and conferences. The Board shall review for approval all expenses requested by the committees. The Finance Committee shall audit the books and accounts at least annually.

Section 2. The President and the Executive Committee may approve contracts or committee expenses, prior to Board action, as set forth in the Standing Rules.

Section 3. The Board shall ratify and/or sustain contractual agreements. Contracts include, but are not limited to the following:

- General correspondence for the Association and the Board.
- Maintenance of the records of the Association.
- Collection of all dues and other moneys owing or accruing to this Association and deposit of all moneys in the approved bank in the name of this Association.

- Maintenance of all Association funds, checks, drafts, or other orders for the payment of money, notes, or other evidence of indebtedness, issued in the name of the Association shall be drawn from the approved bank(s) account(s). The account drafts shall require the signature of the President, First Vice President, Secretary-Treasurer, or other person designated by the Board.
- Keeping a complete set of books and making it available for inspection by the membership.
- Printing of Association membership cards and certificates designating Active, Honorary, Professional, or Associate Membership, and stationary for the use of the officers of the Association.

Section 4. **INSURANCE POLICY:** All financial contractors shall provide an insurance policy for the faithful or required duties in an amount fixed by the Board (suggested amount to be greater than one and one-half (1½) the estimated amount of monies handled in a year).

Section 5. By signing a contract with the Association all contractors agree to return all records, funds, accounts, and other properties of the Association within sixty days (60) upon termination of contract(s).

## **Article VII Meetings**

Section 1. **ANNUAL BUSINESS MEETING:** This Association shall hold its Annual Business Meeting on the dates fixed by the Board in such place as the Board shall designate for the transaction of business. The Board shall set the agenda in advance for inclusion in the notification of such meeting. Members shall receive notice of the time and place of such meeting at least twenty (20) days prior to the meeting. The Association shall pay meeting expenses. When any notice is required to be given under the provisions of these Articles of the Association, a waiver thereof in writing, signed by the person or persons entitled to such notice either before or after the time stated therein, shall be deemed the equivalent to the giving of such notice.

Section 2. **GENERAL MEMBERSHIP MEETINGS:** The President, or upon the request of a majority of the Board, General Membership meetings may be held at any time and place within the State of Indiana. No business shall be transacted at such meeting except that which is specified in the notice thereof, which shall be mailed to each member at least ten-days (10) in advance of the date of the meeting. Fifteen (15) or more Active Members in good standing may file a request in writing with the President for a General Membership meeting. The President shall set a time and place for such meeting and specifying the



purpose for such meeting within thirty-days (30) from the date of the filing of the request. A notice specifying the matters of discussion at such meeting, the time, and the place of such meeting must be included in a notice sent to Association Members ten-days (10) prior to such meeting.

## **Article VIII Dues**

- Section 1. The Board establishes the annual dues for the various types of membership. Members are to receive dues statements for the upcoming year, mailed or electronically transmitted from the Association Office, by the end of the membership year. Membership dues are due, meaning received in the Association Office, within 45 days after the beginning of the next membership year. Members in arrears are not entitled to any privileges or benefits of membership.
- Section 2. GOOD STANDING: Good Standing shall mean that a member's dues are paid.

## **Article IX Nominations**

- Section 1. Nominations and elections shall pertain to the officers of the Association and the Board of Directors.
- Section 2. The Nominating Committee shall submit to the Secretary-Treasurer, no later than thirty-days (30) prior to the Annual Business Meeting, a full ballot of nominees for the upcoming open Board positions.
- Section 3. A statement of qualifications and experience shall accompany nominations for election of officers and board members made from the floor at the Annual Business Meeting. Acceptance of the nomination, by the nominee, is required at or before the time of nomination.
- Section 4. The Chairman of the Nominating Committee shall post, or shall cause the posting of, the name of all candidates for office at the Annual Business Meeting at the close of nominations.

## **Article X Elections**

- Section 1. Elections shall be by ballot at each Annual Business Meeting. Voting shall be by secret ballot on forms provided by the Association.

The eligible members of their respective district shall vote on the district representatives.

The eligible members of their respective at large districts shall vote on the at large representatives.

All eligible members of the Association shall vote on the members of the Executive Committee.

An eligible member shall mean a member eligible to vote according to membership class as defined in Article III, Section I and in good standing as defined in Article VIII, Section 2.

Section 2. The President shall appoint at least three ballot counters to serve as the Election Committee and shall designate a chairman. No member of the Election Committee shall be from the ballot of nominees.

Section 3. The Membership and Credentials Committee shall validate that all nominees are in good standing.

Section 4. The Board shall establish the time of elections.

Section 5. The candidate receiving a majority of the votes cast wins the election.

Section 6. Members in good standing and eligible to vote may do so by their attendance at the time and place of the election.

Section 7. In the event of the necessity of a runoff election, the runoff election shall be between the two (2) candidates who received the greatest number of votes in the original election. The members present, who are qualified to vote for the position, shall cast a second ballot, or third ballot if needed, selecting a winner by majority vote.

## **Article XI**

### **Quorum**

Section 1. QUORUM: Twenty-one (21) active members in good standing or one-third (1/3) of the active members registered shall constitute a quorum at any meeting.

## **Article XII**

### **Fiscal Year and Membership Year**

Section 1. The fiscal and membership year for the Association shall begin on the first day of January each year and end on the thirty-first day of December.

### **Article XIII Committees**

Section 1. COMPOSITION: The President shall appoint all committee chairpersons, unless otherwise designated by these bylaws. The President shall be an ex-officio member of all committees and may vote with the committee on matters before said committee. In case a deadlock in the vote with any committee, the vote of the President shall be the deciding vote. A quorum of any committee shall be a majority of its members. The President or the Committee Chairman may call meetings of any committee at their discretion.

Section 2. LEGISLATIVE COMMITTEE: The Legislative Committee shall be composed of a minimum of three (3) members, of which one (1) member shall be a member of the Board, all of whom shall serve for one (1) year. The Legislative Committee shall monitor the business and actions of the Fire Prevention and Building Safety Commission for issues involving items affecting the Association and develop an interactive relationship with the Indiana Department of Homeland Security that will allow the Association to receive and respond as an Association to issues that affect this Association.

Section 3. MEMBERSHIP & CREDENTIALS COMMITTEE: The Membership and Credential Committee shall be composed of the Second Vice President, who shall chair the committee, the Association Secretary-Treasurer and a minimum of three (3) additional members all of whom shall serve for one (1) year. It shall be the function of the Membership & Credentials Committee to attempt to enlarge the membership of the Association. They shall hear all evidence for and against members in matters pertaining to the revoking of membership and they shall submit their recommendation to the Board for final action on the matter. It shall be the duty of the Membership & Credentials Committee to direct published and other media information representing the Association.

Section 4. RESOLUTIONS COMMITTEE: The Resolutions Committee shall be composed of a minimum of three (3) members, of which one (1) shall be a member of the Board, all of whom shall serve one (1) year. It shall be the function of the Resolutions Committee to consider any and all resolutions presented for their consideration, prepare such resolutions in proper form, and present same to Secretary-Treasurer at the opening of the Annual Business Meeting if, in their judgment, any such resolution merits the consideration of the membership. At least two (2) hours before the scheduled opening of the business session any Active or Honorary Member may

propose a resolution to the Resolutions Committee Chairman for consideration.

If, in the judgment of the Resolutions Committee such resolution is not worthy of the consideration of the meeting, the member presenting same may appeal to the Board, which shall consider said resolution and the Secretary-Treasurer shall report their decision to the Resolutions Committee, in which case the Resolutions Committee shall act as directed.

Upon the death of a member, the Resolutions Committee shall immediately create, and arrange for presentation to the immediate family of the member, a resolution recognizing the member for his service to the association. Further, the Resolutions Committee shall publically recognize at the Annual Business Meeting all members who died in the previous year.

- Section 5. **FINANCE COMMITTEE:** The Finance Committee shall be composed of a minimum of three (3) members of which one (1) shall be a member of the Board, all of whom shall serve for one (1) year. It shall be the function of the Finance Committee to examine the Association's books and records at least annually. The Secretary-Treasurer shall obtain and report the Finance Committee's findings to the members at the Annual Business Meeting.
- Section 6. **EDUCATION COMMITTEE:** The education Committee shall be comprised of a minimum of seven (7) members of the Association of which one (1) shall be a member of the Board and at least four (4) members shall be Active Members, all of whom shall serve for one (1) year. The purpose of the Education Committee shall be to develop and administer programs, schools, and functions that provide education, information, and training for the succeeding calendar year to further the goals of the Association as stated in these Bylaws. The Chairman of the Education committee shall report to the President and the Board at least quarterly.
- Section 7. **NOMINATION COMMITTEE:** The Nominating Committee shall be composed of five (5) members having a reasonably distributed geographical representation. The Immediate Past President shall serve as the Chair of the Nominating Committee. The President, with no more than one member from any one jurisdiction, shall appoint the remaining four members of the committee. The Nominating Committee shall meet prior to the Annual Business Meeting and create a ballot of candidates to fill the open seats on the Board of Directors for the following year. The Nominating Committee shall develop a viable process and procedure for notifying all members of the Association of opportunities to participate in the nomination and election process for the Board of Directors and Officers of the Association.

Section 8. ANNUAL BUSINESS MEETING COMMITTEE: The Annual Business Meeting Committee shall be composed of a minimum of seven (7) members, one (1) of which shall be the Secretary-Treasurer, one (1) member of the Education Committee and five (5) additional members one (1) of which shall be from the Board. The First Vice President shall appoint the Co-chair for the current Annual Business Meeting Committee who shall then serve as Chairman of the Committee the following year. The Annual Business Meeting Committee shall have the responsibility of submitting proposed locations to the Board for selection and approval, developing and facilitating educational programs, and providing networking opportunities and social functions for the membership at the annual event.

Section 9. CODE COMMITTEE: The Code Committee shall be composed of a minimum of five (5) members, one (1) of which shall be from the Board, all of whom shall serve for one (1) year. The Code Committee shall develop an administrative process by which the Association, as a whole, will be directly involved in the development and promulgation of codes adopted in Indiana.

Section 10. SCHOLARSHIP COMMITTEE: The Scholarship Committee shall be composed of a minimum of five (5) members, of which one (1) shall be from the Board, all of whom shall serve for one (1) year. The Scholarship Committee shall develop rules and procedures necessary for the Association to establish an annual scholarship fund and award said scholarship(s) at the Board's approval. The Committee shall make recommendations of the amount of the award(s) to the Board for approval.

Section 11. BYLAWS COMMITTEE: The Bylaws committee shall be composed of a minimum of five (5) members, of which one (1) shall be from the Board, all of whom shall serve for one (1) year.

It shall be the duty of the Bylaws Committee to make necessary amendments to the Bylaws as needed and/or rewrite the Bylaws as needed. When considering Bylaws changes, the committee members shall keep all amendments in accordance with our tax-exempt status.

Section 12. SPECIAL COMMITTEES: The President may, or at the request of a majority of members of the Board may, appoint special committees at any time for any specific purpose. They shall serve until they have accomplished their purpose.

Section 13. REPORTS: The Chairman for each committee shall give a report of the activity of their committee during the past year to the Membership at the Annual Business Meeting of the Association each year.

Section 14. MINUTES: All committees shall record minutes of their meetings. The committees shall provide a set of minutes to the principle office of the

Association. The principle office shall make available a copy of these minutes.

#### **Article XIV Propriety Rights**

Section 1. No Officer or Member of this Association shall use the name or logo of the Indiana Association of Building Officials, Inc., or the official stationary of this Association to endorse or recommend any product or activities of any individuals or groups without the full knowledge and written approval of the Board.

#### **Article XV Seal**

Section 1. SEAL: The Board shall provide a Corporate Seal, which inscribed thereon shall be the words "Indiana Association of Building Officials, Inc."

#### **Article XVI Amendments**

Section 1. AMENDMENTS: The Annual Business Meeting or General Membership Meeting notice shall contain any proposed amendments to these bylaws. The Board shall present its recommendations, if any, at the meeting. Proposed amendments are open for discussion and amendments at the meeting, and considered adopted if passed by a two-thirds vote of those active members present and voting.

#### **Article XVII Effective Date**

Section 1. EFFECTIVE DATE: The approved amendments become effective ten days thereafter unless otherwise provided in the amendment.

### **Standing Rules**

**SR#1** A committee chair may spend up to one hundred and fifty dollars (\$150.00) for immediate upcoming events with the approval of the President, prior to any Board action. Approval is required from the First Vice-President if the

President is unavailable for approval. Approval by the Second Vice-President is required if the First Vice-President is unavailable for approval. Prior to any Board action, a committee chair may spend up to five hundred dollars (\$500.00) for immediate upcoming events with the approval of the Executive Committee.

**SR#2** Reserved

**SR#3** This Standing Rule establishes a Petty Cash Fund of two hundred dollars (\$200.00).

**SR#4** The Education Committee may establish fees for the educational programs based upon Board of Director's policies and expenditures involved.

**SR#5** The Association shall select three (3) Indiana representatives to Region V of the International Code Council as follows:

One representative shall be the First Vice-President of the Indiana Association of Building Officials, Inc. This one-year term will be concurrent with the member's term as First Vice-President.

One representative, shall be a member selected at-large by the Board of Directors, will serve a two-year term and be appointed in even-numbered years.

One At-Large representative elected by the Membership at the Annual Business Meeting, for a two-year term, at the time of election of officers to the Association, on odd-numbered years. The election shall follow the procedure for elections as established in Article X of these Bylaws.

**TERM OF OFFICE:** The term of office shall be as stated above. All ICC Region V Board of Director Representatives shall commence their term on January 1 of the year following their election and shall serve until the end of the term.

**VACANCIES:** The Board shall fill any vacancy created by the death, resignation, or disqualification of any representative for the unexpired portion of the term.

**SR#6**

The Nick Nicholson Education Award.

The Indiana Association of Building Officials dedicates this award to the memory of William "Nick" Nicholson. A current member in good standing who best demonstrates a positive influence on the Association's members through involvement in the Association's education programs,

teaching code classes or serving on any of the committees that are involved in the furthering of the educational goals of the Association is eligible to earn this award. Nominations for the award are due in the Association Office at least ninety-days (90) before the Annual Business Meeting and the Board of Directors shall choose the recipient, at a regular business meeting, at least sixty-days (60) before the Annual Business Meeting.

**SR#7**

The Earl E. Bowman Memorial Award for Meritorious Service.

The Indiana Association of Building Officials dedicates this award to the memory of Earl E. Bowman; who lost his life on July 3, 2002 during a routine building inspection in Huntington County and is our only Line of Duty Death. Nominations for the award shall be submitted to the Association Office at least sixty (60) days before the Annual Business Meeting and the recipient shall be chosen by the Board of Directors, at a regular business meeting, at least (60) days before the Annual Business Meeting. Nominees must be in good standing, will have demonstrated dedication and personal achievement, and have brought honor to their career, to their community and to the Indiana Association of Building Officials.