

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.

7
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. All Past-Presidents of
27 Region IX shall be Honorary Life Members.

28 **Section 3.**

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

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

2 **Section 1.**

3 The property, business affairs and policies of ICC Region IX shall be by or under the
4 authority of a Board of Directors consisting of three directors from each state. The
5 immediate Past-President shall be an ex-officio of the Board of Directors.

6 **Section 2.**

7 The Officers of the ICC Region IX shall be the President, Vice-President, Secretary, and
8 Treasurer who shall be chosen from the pool of Directors by a majority Board vote.

9 **Section 3.**

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

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

- 19 1. Three Directors from the State of Alabama shall be
20 elected to one (1) three-year term.
- 21 2. Three Directors from the State of Florida shall be
22 elected to one (1) three-year term.
- 23 3. Three Directors from the State of Louisiana shall be
24 elected to one (1) three-year term.
- 25 4. Three Directors from the State of Mississippi shall be
26 elected to one (1) three-year term.

27
28 Each state shall determine it’s own method of selecting the Directors
29 elected to the Board of Directors. Term limits for Directors, if any, shall
30 be decided by each state.

31 Each newly elected officer or Directors shall take office at the beginning
32 of the ICC Region IX meeting during the Annual Business Meeting of the
33 International Code Council.

34 **Section 4.**

35 **Duties of Officers**

- 36 (a) **The President** shall preside at all Association and Board of Directors
37 meetings. The President shall be responsible for administering the policies

1 of the Board of Directors and the Association, and for planning and
2 organizing, in conjunction and cooperation with the Board of Directors;
3 annual, special, educational meetings of the Association. The President
4 shall appoint, with the approval of the Board of Directors, such standing,
5 special, or advisory committees as may be deemed necessary, naming the
6 Chairman of Legislation Committee.

7 (b) **The Vice-President** shall preside at meetings in the absence of the
8 President. The Vice-President shall assist the President in the
9 administration of the affairs of the Association.

10 (c) **The Secretary** shall preside at meetings in the absence of the President
11 and Vice-President. The Secretary shall be responsible for recording the
12 minutes to the Association and Board of Directors meetings, and shall
13 transmit copies of such minutes to the Association members.

14 (d) **The Treasurer** shall maintain accurate records of the business affairs of
15 the Association, and account to the Board of Directors for all funds of the
16 Association. Upon expiration of term, all records and funds of the
17 Association shall be delivered to the Treasurer's successor. The Treasurer
18 shall sign all checks written on the account of the Association. In the
19 absence of the Treasurer, the President, Vice-President or Secretary may
20 sign checks on behalf of the association's business.

21 **Section 5.**

22 **Vacancies.**

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

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

31 **Section 6.**

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

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Section 7.

Executive Director. The Board may appoint an Executive Director to manage the affairs of this Association. The Executive Director shall serve at the pleasure of the Board.

ARTICLE IV – NOMINIATIONS AND ELECTIONS

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.
- (f) **Code Development Committee** – Consisting of one Board Member as Chairman and 4 active members with one from each State.

Section 2.

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

4

5 **Section 3.**

6 **Duties of the Committees**

7 (a) **Legislative Committee:** The Legislative Committee shall keep informed
8 as to any legislations proposed or pending in the State or Federal
9 legislature which pertain to the Association, purpose to advise the
10 Association members of any such legislation, for action through
11 appropriate channels, any legislation deemed necessary to aid in the
12 accomplishment of the purpose and objects of the Association, and to
13 establish and maintain effective lines of communication with appropriate
14 State Legislative Committees.

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

18 (c) **Membership Committee:** The Membership Committee shall pass upon
19 membership applications of all classes, shall hear any and all evidence in
20 action toward revoking of membership and shall submit their
21 recommendation to the Board of Directors and shall plan, recommend,
22 and pursue a program towards increasing the membership of the
23 Association.

24 (d) **Education Committee:** The Education committee shall define the needs
25 of the membership and develop courses of instruction as required in
26 cooperation with recognized educational institutions and the International
27 Code Council; to promote or schedule courses of instruction which will
28 teach to the certification of personnel through the International Code
29 Council or other recognized institutions; to promote Building Safety
30 Month on an annual basis in cooperation with all local and state
31 jurisdictions, media, and the International Code Council; and to develop
32 the educational agenda at the annual conference by arranging for speakers
33 and presentations.

34 (e) **Nominations Committee:** The Nominations Committee, in addition to
35 the responsibilities of Article IV, Section 1, shall, sixty (60) days before
36 the Annual Business Meeting, mail to the membership a list of all elected
37 positions to be considered at the Annual Business Meeting and request the
38 submission of candidates to be considered by the Committee and
39 announce the time and place of the Nomination Committee meeting
40 where candidates can be interviewed and the Membership may present
41 comment, said meeting shall be held the day before the Business Meeting.
42 The Nominations Committee shall receive and consider nominations; and
43 recommend to the Board of Directors, whenever the situation warrants, an

1 Active member for excellence in performance Award in recognition of
2 outstanding accomplishments and service to the International Code
3 Council Region IX. The Committee shall establish, upon approval of the
4 Board of Directors, additional awards as are in the interest and purpose of
5 the Association.

6 (f) **Code Development Committee:** The Code Development committee shall
7 review code changes proposals and / or prepare position
8 statements/interpretations on unclear and/or conflicting code issues; and
9 submit those recommendations to the Board of Directors.

11 ARTICLE VII – MEETINGS

12 Section 1.

13 **Annual Meeting.** An Annual Meeting shall be held each year at such time and place as
14 may be designated by the Board of Directors, for the purpose of election of officers,
15 training, information, exchange of ideas, discussion of mutual problems and legislative
16 issues.

17 Section 2.

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

21 Section 3.

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

26 Section 4.

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

31 Section 5.

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

34 Section 6.

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

37 ARTICLE VIII ORDER OF BUSINESS

1 **Section 1.**

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

- 4 Minutes of the last meeting
- 5 Report of the President
- 6 Report of Secretary-Treasurer
- 7 Report of Committees
- 8 Unfinished Business
- 9 New Business
- 10 Election of Officers and Directors (At Annual Business Meeting)
- 11 Adjournment

12 **Section 2.**

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

- 15 Reading of Minutes of last meeting
- 16 Report of Secretary-Treasurer
- 17 Reports of Committees
- 18 Unfinished Business
- 19 New Business
- 20 Adjournment

21

22 **Section 3.**

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

25

26 **Section 4.**

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

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1 **ARTICLE IX – ANNUAL DUES**

2
3 **Section 1.**

4 The amount of dues for the various classes of membership shall be fixed by the Board of
5 Directors. Membership is contingent upon the payment of annual dues. Fees for
6 participating State Chapters shall be Two Hundred Dollars (\$200.00) beginning in
7 January 2014 and increase yearly by One Hundred Dollars (\$100.00) up to Five Hundred
8 Dollars in January 2017. Fees for other participating chapters shall be set at One
9 Hundred Dollars (\$100.00) annually. The Treasurer shall mail out a written invoice in
10 month of January each year to all participating chapters. All fees shall be due before the
11 last board meeting of that year’s business.

12
13 **ARTICLE X- AMENDMENTS**

14 **Section 1.**

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

- 17 (a) Two-thirds vote of the Board of Directors at duly called Board of
18 Director’s meeting.
- 19 (b) The Board of Directors may order any proposed amendment to be
20 submitted by mail to all active voting members, and it shall become
21 effective upon the receipt of the affirmative vote of a majority of such
22 active voting members responding within 30 days of the mailing.

23
24 Revised January 4, 2008

25 Revised March 11, 2008

26 Revised May 28, 2008

27 Revised May 13, 2014