

COUNTY BUILDING OFFICIALS ASSOCIATION OF CALIFORNIA BYLAWS

- Section 1 **NAME:**
The name of this organization shall be the COUNTY BUILDING OFFICIALS ASSOCIATION OF CALIFORNIA, herein after referred to as the Association.
- Section 2 **OBJECTIVES:**
The objectives of the Association are:
- (a) To provide a forum for the resolution of problems unique to county building departments;
 - (b) To strive for improvements in the safety of buildings;
 - (c) To promote wider recognition of the Building Official's role in the field of public safety and services.
- Section 3 **MEMBERSHIP:**
Membership in the association shall be limited to qualified persons in the following categories who have paid the appropriate dues.
- Section 3.1 **PRINCIPAL ACTIVE MEMBER:**
An official of a California county or governmental agency who is actively engaged in the development, maintenance, or enforcement of building code regulations on behalf of said county or governmental agency.

Section 3.2 **ASSOCIATE PRINCIPAL ACTIVE MEMBER:**
An official of a California county or governmental agency who is actively engaged as an associate of a principal active member.

Section 3.3 **ASSOCIATE MEMBER:**
An official of a California county or governmental agency who is actively engaged in the development, maintenance, or enforcement of regulations pertaining to fire safety, community health, or industrial safety.

Section 3.4 **INDUSTRY MEMBER:**
An individual or organization engaged in the engineering, manufacture, or sale of products, materials, or services related to building construction or to building codes and regulation. Eligibility as an Industry Member shall be contingent upon acceptance by a majority of the Board of Directors at a regular meeting of said board.

Section 3.5 **HONORARY MEMBERSHIP:**
Honorary membership may be granted to a retired or active member of the Association in recognition of his or her service in the field of building safety and regulation; or in recognition of outstanding personal contribution toward fulfillment of the organization's goal and objectives.

By petition of 10 principal active members, the name of any candidate for honorary membership shall be submitted to the Board of Directors for verification in accordance with this Section. Upon verification, the request for honorary membership shall be submitted for a vote at the next annual conference of the Association. A majority of all the voting members present shall be required for ratification.

Section 3.6 DUES:
Dues for membership in the Association shall be determined by the Board of Directors by Resolution except that retired honorary members shall not be assessed dues.

An Associate Principal active membership shall not be granted unless dues of the Principal Active Member have been paid.

Section 3.7 VOTING RIGHTS:
Each Governmental Jurisdiction and each Industry Organization in good standing shall have one (1) vote.

Section 3.8 FORFEITURE OF MEMBERSHIP:
Membership in the Association shall be declared forfeit by the Board of Directors for any of the following reasons:

1. Nonpayment of dues after a 6 month period of delinquency.
2. Conduct determined by the Board to be adverse or harmful to the best interest of the Association.
3. Conviction of a felony.

Section 4 STANDING COMMITTEES:
The President or the Board of Directors shall appoint standing committees annually and other committee as deemed necessary to serve the Association in conducting the annual conference and to obtain the objectives of the Association.

- Section 5 **ELECTED OFFICERS:**
The elected officers of the Association shall be the President, Vice-President, Treasurer, Secretary and (8) board members. The elected officers, with the addition of the Past President, shall be known as the Board of Directors. The offices of President, Vice-President, Treasurer, Secretary shall be held by principal active or associate principal active members only.
- Section 5.1 **POWERS:**
The Board of Directors shall supervise the affairs of the Association and authorize payment of its bills, and shall have authority to make contracts, subject to approval by a majority vote of the members present at the annual conference.
- Section 5.2 **DUTIES:**
The officers of the Board of Directors shall carry out those duties normally associated with their title of office and/or as set forth in these bylaws, and shall perform such additional Association duties as may be assigned by the President of said Board.
- Section 5.3 **VACANCIES:**
Vacancies occurring on the Board of Directors shall be filled by the President with the concurrence of the Board, except that the Vice-President shall automatically succeed to the Presidency if it is vacated, and the Treasurer shall succeed to the office of the Vice-President.
- Section 5.4 **BOARD MEETING:**
The Board of Directors shall meet at the call of the President or on petition of six members of the board. A majority shall constitute a quorum.

- Section 5.5 **NOMINATIONS AND ELECTIONS:**
Nominations and elections for officers shall be held at the annual conference. The nominating committee shall submit its recommendations by close of business on the first day of such conference. Nomination from the floor and the election of officers shall be the first item of business at the morning session on the day of adjournment of the conference. Newly elected officers shall take office at the close of the banquet ending the annual conference.
- Section 5.6 **TERMS OF OFFICE:**
The President, Vice-President, Treasurer, and Secretary shall serve one-year terms unless reelected. The Past President shall automatically be a member of the Board of Directors. Elected directors shall serve three-year terms; however, no director shall serve more than two consecutive terms. The seventh, eighth and ninth directors shall be elected from industry member for two-year terms.
- Section 6 **ASSOCIATION MEETINGS:**
The time and place of Association meetings shall be fixed by the Board of Directors. A conference shall be held annually, except when otherwise provided by the Board.
- Section 6.1 **CONDUCT OF MEETINGS:**
Association meetings shall be conducted in accordance with ROBERT'S REVISED RULES OF ORDER except as otherwise provided for in these bylaws.
- Section 7 **FUNDS:**
The Board of Directors shall provide for the safekeeping, expenditure, and auditing of Association funds. All checks shall be signed by the President, the Vice-President, or the Secretary/Treasurer.

Section 7.1

ACCOUNTING:

The Board of Directors shall provide for the accounting of all funds of the Association. There shall be an annual financial report showing all expenditures and receipts, cash and securities on hand. Such report shall be made public to the members of the Association.

Section 8

AMENDMENT TO BYLAWS:

Amendments to these bylaws shall be proposed in writing at the regular annual conference of the Association. A two-thirds majority of the principal members voting by secret ballot shall be required for passage. These bylaws were originally adopted May 22, 1965. Amendments were adopted at the annual meeting held in Santa Cruz, 1969; South Shore, Lake Tahoe, 1971; Fresno, 1972; Santa Rosa, 1973; Santa Cruz, 1974; Santa Barbara, 1979; Fresno, 1976; Santa Rosa, 1977; Tahoe, 1978; Concord, 1980; Redding, 1981; Eureka, 1988; Redding, 1991; Morro Bay, 2002 South Lake Tahoe, 2005 and Santa Rosa, 2008.