

**CONSTITUTION AND BYLAWS  
OF THE ORANGE EMPIRE CHAPTER  
OF THE  
INTERNATIONAL CODE COUNCIL**

ARTICLE I  
NAME AND OBJECTIVES

Section 1. This organization shall be known as the Orange Empire Chapter of the International Code Council (ICC).

Section 2. The objectives of the organization are:

- (a) To place the public welfare above all other interests and to apply the special knowledge and skill of the Building Official to the benefit of all mankind.
- (b) To build up the prestige of the Building Official to provide sufficient qualified personnel adequately compensated, to establish minimum standards of what a building department is and to secure adequate recognition and proper place in the administrative organization.
- (c) To investigate and discuss the principles underlying safety in the construction, occupancy and location of buildings and related structures.
- (d) To develop, recommend and promote uniform regulations and legislation pertaining to building construction, and to encourage uniformity in zoning practice and code interpretation throughout Orange County.
- (e) To develop, maintain, and promote the adoption of the International Codes and related documents, and to become Active voting members of the International Code Council.
- (f) To provide education and training on the building codes.
- (g) To advise and assist in administration of building laws and ordinances.
- (h) To do all such other things as are incidental to or desirable for the attainment of the above objective.

Section 3. This organization is a non-profit organization and complies with the following provisions:

- (a) This organization is organized exclusively for educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code.
- (b) Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law) or (b) by an organization contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue law).
- (c) Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(C)(3) of the Internal Revenue Code (or corresponding section of any future tax code), or shall be distributed to the Federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization is then located, exclusively for such purposes or to such organization or organizations as said Court shall determine, which are organized and operated exclusively for such purpose.

ARTICLE II  
MEMBERSHIP

Section 1. **Classification of Membership.** There shall be three classes of membership:

**Governmental Member.** Governmental Member is any person that is employed, appointed, or contracted, to perform a building safety or fire & life-safety function of a City or County jurisdiction in the area served by the Chapter and is in good standing under these Bylaws.

**Associate Member.** Associate Member is any person or firm that is interested in the objectives of the Chapter, is in good standing under these Bylaws, and who does not qualify as a Governmental Member or Honorary Member.

**Honorary Member.** An individual who has rendered outstanding service to the Chapter, is in good standing under these Bylaws, and whose name shall be proposed by the Board of Directors and confirmed by a majority vote of the Governmental Members at any regular or special meeting of the Chapter.

Section 2. **Member privileges.** All members shall be entitled to participate, raise any concerns, and shall be entitled to make and second motions on any issue for consideration by the Chapter. Each Governmental member and Honorary member shall be entitled to cast one vote on any matters under these Bylaws,

including but not limited to, the election of Board of Directors, disposition of assets, changes to the Bylaws or formal Chapter recommendations.

### ARTICLE III

#### DUES

##### Section 1.

- (a) The annual dues for each membership category shall be established by the Board of Directors. In no case shall a person be considered in good standing, or be qualified to exercise membership participation or entitled to receive any privilege of membership, who is default in payment of dues for three months, except as may be extended by the Board of Directors.
- (b) Honorary members shall not be assessed annual dues.

### ARTICLE IV

#### TERMINATION OF MEMBERSHIP

##### Section 1.

A membership in the chapter shall terminate on occurrence of any of the following events:

- (a) Resignation of the member;
- (b) Expiration of the period of membership, unless the membership is renewed on the renewal terms fixed by the Board of Directors or granted an extension by the Board;
- (c) Any event that renders the member ineligible for membership, or failure to satisfy membership qualifications.
- (d) Upon termination of employment with an ICC member jurisdiction. The jurisdiction may designate an alternate member to the chapter.
- (e) Upon expiration of member's jurisdiction membership with ICC for a period exceeding 90 days.

### ARTICLE V

#### OFFICERS OF THE BOARD OF DIRECTORS

##### Section 1.

The officers shall be: President, Vice-President, Secretary, Treasurer, and Immediate Past President, all of whom shall be Governmental members at the time of their election to office. These officers shall constitute the Board of Directors. Members from the same jurisdiction or organization may not serve simultaneously on the Board of Directors.

- Section 2. The President, Vice-President, Secretary, and Treasurer shall be elected for a term of one year starting on the first day in February of each year.
- Section 2.1 The Immediate Past President shall serve for a term of one year starting on the first day in February of each year.
- Section 3. Vacancy in the office of President shall be filled by the Vice-President. A vacancy in the office of Vice-President shall be filled by the Secretary. A vacancy in the office of Secretary shall be filled by the treasurer. A vacancy in the office of Treasurer may be filled by a member selected by the rest of the Board of Directors.
- Section 4. Any officer who ceases to be a Governmental member, for a period exceeding 30 days, shall automatically forfeit his or her position as a board member.
- Section 5. Duties of the President: The President shall preside at the chapter meetings, special meeting of the members and at meetings of the Board of Directors.
- Section 6. Duties of the Vice President: The Vice President shall act and perform the duties of the President during the President's absence from any meetings of the membership or the Board of Directors, and shall assist the President in the conduct of the office of President.
- Section 7. Duties of the Secretary: The Secretary shall be responsible for keeping the minutes and records of meetings, and maintaining correspondence.
- Section 8. Duties of the Treasurer: Receive and disburse funds, supervising financial affairs, approving expenditures as provided by resolution of the Board of Directors.
- Section 9. Duties of the Immediate Past President: Participate as member of the Board of Directors.

#### ARTICLE VI

##### RESIGNATION DISQUALIFICATION AND VACANCIES

Any member of the Board of Directors who misses more than two Board meetings per year may be removed from office by a majority vote of the board. Should a Director resign from the Board of Directors or become ineligible for any reason, such position may be filled by the rest of Board of Directors for the remainder of the term.

#### ARTICLE VII

##### REMOVAL OF A DIRECTOR

Any Director may be removed from office for due cause and upon the vote of two-thirds of the voting members present and voting at a meeting of the members.

## ARTICLE VIII

### MEETINGS

- Section 1. Unless otherwise approved by the Board, regular membership meetings and board meetings shall be held monthly, at a time and place selected by the President, to transact such business as the organization may select. Special meetings shall be held as and when called by the President or when requested by a majority of the membership.
- Section 2. Complete records shall be kept by the Secretary of all proceedings and actions that transpire at all regular or special meetings.

## ARTICLE IX

### BOARD LIAISON

The Chapter President shall act as Chapter liaison with the ICC Board of Directors or appoint a member of the board to be a liaison. This does not prohibit the Education Committee Chairperson and Code Development Committee Chair person from working directly with ICC on education and code activities.

## ARTICLE X

### COMMITTEES

- Section 1. Code Development Committee: The Code Development Committee works on submitting revisions to the Codes, code interpretation, code adoption and uniformity of code amendments among member jurisdictions. Chapter members are encouraged to serve on the Code Development Committee by filling out an application and returning it to the chapter Secretary. The Board of Directors shall review the applications and select members to serve on the committee. Committee members shall serve for a term of one year. Members may serve more than one term and shall re-apply annually.
- Section 2. Education Committee: The Education Committee Works on providing training opportunities on the building codes to members and other professionals involved in the construction industry. Chapter members are encouraged to serve on the Education Committee by filling out an application and returning it to the chapter Secretary. The Board of Directors shall review the applications and select members to serve on the committee. Committee members shall serve for a term of one year. Members may serve more than one term and shall re-apply annually.
- Section 3. ADHOC and Other Committees: The Board of Directors may establish committees and councils as needed. The President shall, with the concurrence of the Board of Directors, appoint or replace all members of the committees or councils not otherwise specifically provided for herein.

ARTICLE XI  
AMENDMENTS

Section 1. Proposed amendments of this constitution and By-Laws may be submitted at any regular or special meeting provided that the proposed amendment or amendments shall be signed by five (5) Governmental members of the organization. The proposed amendments shall be discussed and all members notified, and shall be voted upon by the membership and shall receive a two-thirds vote of total Governmental and honorary membership in attendance for final adoption. The effective date of amendments will be 10 days after adoption.

ARTICLE XII  
ANNUAL REPORTS

Section 1. The Treasurer shall render a financial report to the membership on the last meeting of the calendar year.

Section 2. The Secretary shall submit an annual report to ICC including:

- (a) A current list of names, titles, business addresses, phone and fax numbers and email addresses of all chapter Officers.
- (b) Dates of annual or general membership meetings.
- (c) Any changes in the Chapter's constitution or bylaws since the last annual report.
- (d) Any significant changes in the geographical area served by the Chapter.
- (e) Current number of Chapter members.

ARTICLE XIII  
ORDER OF BUSINESS

Section 1. The order of business of this organization shall be as follows:

1. Call to order
2. Pledge of Allegiance
3. Roll call of the Board members
4. Self-introduction
5. Approval of minutes of previous meeting
6. Treasurer's report

7. Communications
8. Committees' reports
9. ICC, CALBO reports
10. Unfinished business
11. New business
12. Program
13. Adjournment

Section 2. The order of business shall be set by the President in the meeting agenda. The order may be changed by the President during the meeting.

Section 3. All actions shall require a majority vote of members present unless otherwise specified in the bylaws.

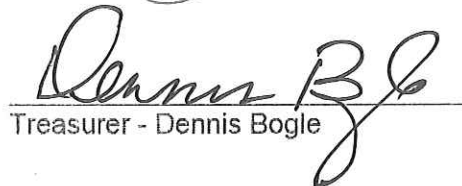
PASSED AND ADOPTED BY THE MEMBERSHIP THIS 21<sup>st</sup> DAY OF March, 2013

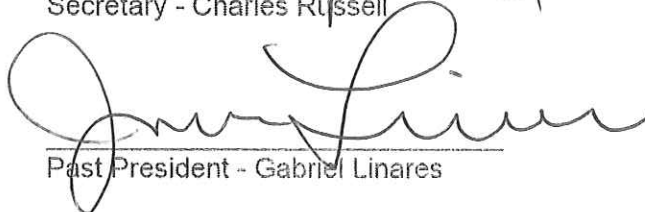
Signed:

  
\_\_\_\_\_  
President - Henry Huang

  
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Vice-President - Dan Kennedy

  
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Secretary - Charles Russell

  
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Treasurer - Dennis Bogle

  
\_\_\_\_\_  
Past President - Gabriel Linares

EFFECTIVE THIS 21<sup>st</sup> DAY OF MARCH, 2013