



Shaping Tomorrow's
Built Environment Today

MINUTES

SOCIETY RULES COMMITTEE CONFERENCE CALL

**Wednesday, December 21, 2016
9:00 -10:00 am**

Note: These minutes are not the official record of minutes until voted on and approved by SRC.

TABLE OF CONTENTS
Society Rules Committee Conference Call
December 21, 2016

CALL TO ORDER	1
REVIEW OF AGENDA.....	1
APPROVAL OF MINUTES.....	1
REVIEW OF ACTION ITEMS	1
NEW BUSINESS.....	1
BOD Principal Motions from Bangkok Meeting.....	1
September 6 BOD Meeting Motions.....	2
Formation and termination of Standing Committees.....	2
ROB 3.200.001 Dues.....	2
Motions from Members Council.....	2
2016-17 MBOs Update.....	2
ADJOURNMENT.....	3

PRINCIPAL MOTIONS
Society Rules Committee Minutes
December 21, 2016

No.- Page

2 – 2 that ROB 2.400.008 and 2.400.009 Formation and Termination of Standing Committees be added to the ROB as presented.

ACTION ITEMS
Society Rules Committee Minutes
Wednesday, December 21, 2016

<u>No. - Pg.</u>	<u>Responsibility</u>	<u>Summary</u>	<u>Status</u>
1 - 1	Graef	Send Ms. Townsend the list of names of the scholarships that should be relocated.	<u>ongoing</u>
2 - 1	Graef	Send PPIBs draft wording to SRC for review	_____
2 - 1	Markel	Share with Tom Phoenix ways to retain nominees for Nominating Committee	<u>ongoing</u>
3 - 1	SRC	Send Mr. Fly any ideas on 2016-17 MBOs.	<u>ongoing</u>
4 - 1	McMillan / Petrilli	Share with Tom Phoenix waiver of rule 3.300.004 Committee elections and effective date of 2018-19 for ROB 2.415.002.3 Nominating Term of Service. Mr. Petrilli will follow up.	_____
5 - 2	McQuade / Petrilli	Work on revisions to 2.402 GGAC and compare them to other ROB's to ensure consistency.	_____
6 - 2	Petrilli	Assist Mary Townsend with wording for the Report to the BOD motion on ROB 2.400.008 and 2.400.009 Formation and Termination of Standing Committees	_____
7 - 2	Markel	Write a new paragraph on ROB 3.200.001 Dues to identify the frequency of dues increases and the formula used.	_____
8 - 2	Graef	Ask Craig Wright to add item to the Finance agenda in Las Vegas on new wording for ROB 3.200.001 Dues and discuss with Finance Committee. (updated January 3, 2017-Mr. Markel provided wording for update to 3.200.001 for Finance Committee to review).	_____
9 - 2	Petrilli	Contact Vickie Grant and ask her to add fiscal impact to Members Council motion 36 which revises the rule to cover reimbursement for travel, not only transportation for visits to "CRCs-Other". Clarify what "CRCs-Other" means and whether registration is included in the travel reimbursement.	_____
10 - 2	Petrilli	Send all revised MC motions to SRC for final review.	_____

MINUTES

SOCIETY RULES COMMITTEE CONFERENCE CALL

Wednesday, December 21, 2016

9:00 – 10:00 am

MEMBERS PRESENT: Mark W. Fly, Chair
Hugh D. McMillan III, Vice Chair
Jennifer Isenbeck
Lawrence C. Markel
William F. McQuade
Paul E. Petrilli
Patricia T. Graef, CO

STAFF PRESENT: Mary Dean Townsend
Claire I. Neme

CALL TO ORDER

Chair Fly called the meeting to order at 9:00 am on Wednesday, December 21, 2016. Members and staff attended as listed above. A quorum was present.

REVIEW OF AGENDA

Chair Fly asked if there were additions to or deletions from the agenda. The agenda was approved as presented.

APPROVAL OF MINUTES

Mr. Fly called for a motion to approve the SRC minutes from the August 16, 2016 SRC meeting. Mr. Petrilli moved and it was seconded

(1) that minutes from the SRC meeting of August 16, 2016 be approved as presented.

MOTION 1 PASSED UVV (5-0-0-CNV).

REVIEW OF ACTION ITEMS

1 – 1	Graef.	Mr. Fly sent Charlie Curlin information about the Scholarships. Complete	
2 - 1	Graef	Send Ms. Townsend the list of scholarships to be relocated. Ongoing	AI 1
3 - 1	Graef	Write something about PPIBs and add to ROB. Report is Complete.	
4 – 2	McMillan	Contact Tom Phoenix and let him know that SRC added Members Council motions approved by the BOD to the ROB. Complete.	
5 – 2	Markel	Share with Tom Phoenix other ways to retain more nominees for Nominating Committee. Ongoing.	AI 2
6 - 2	SRC	Send Mr. Fly ideas on 2016-17 MBOs. Ongoing.	AI 3

NEW BUSINESS

The BOD principal motions.

October 3-4, 2016 Bangkok BOD Meeting: Mr. McMillan will send Mr. Phoenix an email (and Mr. Petrilli will follow up) regarding a waiver of rule 3.300.004 Committee Elections, B. Nominating with a change in the number of reserve alternates from “4 to 8” to “8”. All 8 nominees who receive at least one BOD vote can be moved to Alternate as needed in priority order. Also a waiver was passed that the Nominating Committee ROB 2.415.002.3 Term of Service be revised allowing a total maximum of 8 years of service on Nominating Committee. This change will go into effect 2018-2019 Society year instead of 2017-18 Society year. AI 4

September 6, 2016 BOD Meeting: 2.402 GGAC. SRC was requested to review the motion that revisions to ROB 2.402 GGAC be approved. Mr. McQuade and Mr. Petrilli agreed to work on these revisions and compare them to other ROB's to ensure format consistency.

AI 5

2.400.008 – 2.400.009 - Formation and Termination of Standing Committees:

Mrs. Graef reported that the BOD approved addition of wording in 2.400.008 and 2.400.009-Formation and Termination of Standing Committees into the ROB. Mr. Fly called for a motion. Mr. Petrilli made the motion and it was seconded

that ROB 2.400.008 and 2.400.009 Formation and Termination of Standing Committees be added to the ROB as presented.

MOTION 2 PASSED- UVV (5-0-0-CNV)

Mr. Petrilli agreed to work with Ms. Townsend on wording for the Report to the BOD regarding this motion.

AI 6

ROB 3.200.001 Dues

Mr. McMillan pointed out that every time dues for each membership grade are changed by the Finance Committee, this rule must be modified. He suggested replacing this rule with a rule that identifies the frequency for dues increases and the formula used. The actual dues amount could be published elsewhere to make it easy for members to find. Mr. Markel agreed to write a new paragraph on this and send to SRC for review. Mrs. Graef will ask Craig Wright to add this item to the Finance Committee agenda and will share the new wording with Finance on Friday in Las Vegas. (on *January 3, 2017 - Mr. Markel provided a draft addition to 3.200.001 for Finance Committee review.*)

AI 7

AI 8

Motions from Members Council

Each motion will be assigned to an SRC member for final review. Mr. Petrilli will contact Vickie Grant and inform her that fiscal impact will need to be added to motion 36 – a revision to cover reimbursement for travel (not just transportat) for visits to “CRCs-Other”. Also clarification is needed as to whether travel reimbursement would include registration and the meaning of “CRCs-Other”. Mr. Petrilli will send all revised motions to SRC for final review.

AI 9

AI 10

Mentor Assignment

Mr. Fly appointed Bill McQuade as a mentor to Jennifer Isenbeck.

2016-17 MBOs Update

OBJECTIVE	Planned Completion Date	Fiscal Impact	Primary Responsibility	Status
Assign Mentors for new members and make team volume assignments	7/31/2016	None	Fly	Complete

Work with all committees established by BOD to ensure consistency between committees and their ROB's and MOPs	6/15/2017	None	Petrilli, Fly	Ongoing
Move Document Management and Communications to Basecamp	8/30/2016	None	Fly, Staff	Complete
Review Strategic Plan for changes needed in ROB	6/1/2017	None	All	Complete
Review and formalize schedule for publishing of rules	1/30/2017	None	Fly, Staff	Will discuss in Las Vegas

Assignments**Primary****Secondary**

	Primary	Secondary
Volume 1	McQuade	Petrilli
Volume 2	Petrilli	Fly
Volume 3	Markel	Isenbeck
Volume 4	McMillian	Markel
Member Council	McMillian	
Pub/Ed Council	McQuade	
Tech Council	Isenbeck	

New member mentor McMillian > Markel
 McQuade > Isenbeck

ADJOURNMENT

The meeting was adjourned at 10:20 am

Respectfully submitted,



Mary Dean Townsend, Secretary

cc: Board of Directors