

92 CORPORATE PARK, SUITE C #85  
IRVINE, CALIFORNIA 92606-5106  
[www.iccsafe.org](http://www.iccsafe.org)

**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 objectives.

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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 or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## ARTICLE II MEMBERSHIP

Section 1. The membership shall be confined to Class A, Class B, and honorary members. Class A members shall be limited to designated ICC voting members of Building, Fire, and Zoning codes officials, of any city or county. Class B members shall be limited to professional or industrial participating members who are associated with the building and construction industry. Honorary members shall be limited to retired Class A or Class B members who have been recommended for such membership by the Executive Board and confirmed by two-thirds vote of the membership.

Section 2. All members shall be entitled to participate in meetings and discussions and to membership on committees. Each Class A member, or his/her designated alternate, shall be entitled to one vote. Only Class A members shall be entitled to vote on any code or policy issue; however, Class A or Class B members shall be allowed to make and second motions on any issue.

Section 3. Each Class A member shall be entitled to one vote on all legislative matters.

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.
  
- (c) 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 Past President, all of whom shall be Class A members at the time of their election to office. These officers shall constitute 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 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. When an officer ceases to be employed as a code official, he/she will automatically be relieved from office.

Section 5. Duties of the President: The President shall preside at the Chapter Meeting, special meetings 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 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 the 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 Committees: ADHOC committees may be appointed by a majority vote of class A members present at a regular chapter meeting. The purpose of an ADHOC committee shall be to work on a task defined by the motion made to appoint the committee and to make recommendation on the issue back to the membership within a period of time also specified by the motion to form such committee.

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) Class A members of the organization. The proposed amendments shall be discussed and all Class A members notified, and shall be voted upon by the membership and shall receive a two-thirds vote of total Class A membership for final adoption. Amendments shall be submitted to the Executive Boards of the International Code Council for approval. The effective date of amendments will be 30 days after adoption and approval by the Executive Board of the International Code Council.

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 e-mail 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 for review and approval by the ICC Board of Directors.
  - (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:

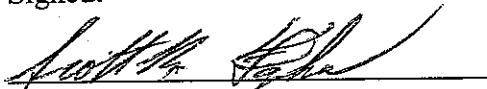
- 1. Pledge of Allegiance
- 2. Self Introduction
- 3. Approval of minutes of previous meeting
- 4. Treasurer's report
- 5. Communications and city corner
- 6. Committees' reports
- 7. ICC, CALBO reports
- 8. Unfinished business
- 9. New business
- 10. Program
- 11. Adjournment

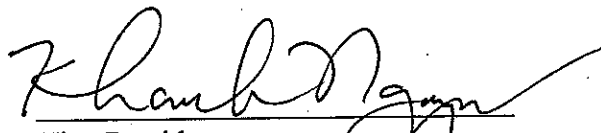
Section 2. The order of business shall be set by the President in the meeting agenda. The order may be changed by the President during the meeting.

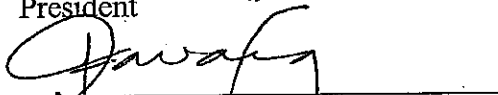
Section 3. All actions shall require a majority vote of members present unless otherwise specified in the bylaws.

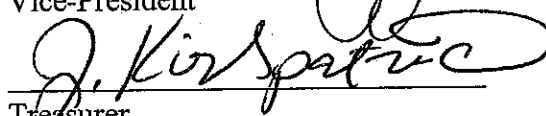
PASSED AND ADOPTED THIS 17<sup>th</sup>. DAY OF MARCH, 2005

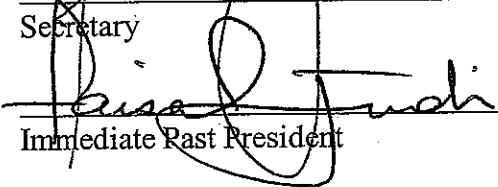
Signed:

  
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President

  
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Vice-President

  
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Secretary

  
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Treasurer

  
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Immediate Past President

APPROVED BY ICC EXECUTIVE BOARD THIS      DAY OF

EFFECTIVE THIS      DAY OF