

16. RB has a firm that would like to offer management training – GW has a company that offers not for profit companies. More information is needed. AM asked for it to be distributed when available.

17. TL has been in negotiations with the CMHC, and they would like to offer the *Home Owners Manual* to the OAHI membership at a rate of \$15 per book. There would be a printing of the OAHI logo on the cover. This rate is ~\$8 less than the current cover price. A minimum order of 5,000 would be required. There is no idea of what the membership interest is.
 - a. The other option is buying the books in bulk and just selling the books without the logo.

18. Mileage rate: Due to rising costs in insurance and operating costs, RB proposed to peg the mileage rate to the treasury board of Canada guidelines. (\$.43)
RB moved 2 nd AD carried

Executive session was called.

Meeting close.4:43pm

- c. Criminal offense question. RB asked if we can actually this question. BOD asked alrek to consult with the legal council and the privacy commissioner.
 - d. Motion: To remove q4 re conviction on the membership form.
 - i. Moved MOG 2nd CI one no vote motion carried.
 - e. Dates for renewal are incorrect, should be 2006.
 - f. Renewal rates are based on current rates.
 - g. Renewal date deadline will be changed to Jan 2, 2005
 - h. Rates: Discussion to set renewal rate for membership. Alrek recommended keeping rates the same until more of the membership benefits are brought on line.
 - i. Motion: To keep renewal rate at \$200 for the 2005 renewal year. Moved by AM 2nd by RB Carried
12. Dates for next meeting
- a. Have a short board meeting in whistler
 - b. End of December 4, 2004 Ottawa
 - c. January 29th 2005 in Toronto.
13. Item 4 on agenda membership statistics had arrived. Based on this day.
- a. 263 students
 - b. 27 retired
 - c. 1 friend
 - d. 10 applicants
 - e. 134 applicants with out logo privileges
 - f. 56 Associates
 - g. 211 RHI
- Total 702
14. Additional items
- a. Bylaw Article 19 – send the article to the bylaw revision committee for renewal and update.
 - b. Board would like to place a question on the 2005 renewal form.
 - i. Are you and independent business owner?
 - ii. Are you a contractor of a multi inspector firm? Company Name:
 - iii. Are you an employee of a multi inspector firm?
 - iv. Are you the owner of a multi inspector:
 - c. AB brought to discussion the OBOA proposal to create an apprentice program for the training of Building inspectors and plans examiners. Discussion was to further explore creating for OAHl.
15. Due to clerical errors, the first two fiscal quarter statements were incorrect. The quarterly financial statements for this year will be re-issued. AM asked that the ‘beautification’ of the reports not be done this time and just issue them as they appear from the book keeper.

- d. Motion: To create the position of an ombudsman. The technical review commit will be asked to create in conjunction with the candidate the guidelines. Moved by RB 2nd MOG motion carried.
 - e. Motion: To accept Ralph Jenkins as the volunteer candidate for the position of the ombudsman. Moved by MOG and 2nd by AD Motion Carried.
 - f. Amend the previous motion; to include “The guidelines shall include scheduled periods of review and term of office.” Moved RB 2nd MOG motion Carried.
8. Benevolent fund: President-AM stated that no guidelines have yet been created for this trust fund. This must be done immediately to avoid problems. AD recommended that this be sent to the past president council.
- a. Motion: to allocate one dollar from all annual dues collected to be placed into the benevolent fund. Moved by RB 2nd CI motion carried.
9. CAHPI meeting agenda and representative direction.
- a. Bill Mullen outlined the CAHPI board of Directors agenda and additional program during the national conference in Whistler.
 - b. Instructions for representatives. Ask CAHPI to start working on national advertising initiatives for the benefit of the entire country. Establish goals, partners and budgets. We need to promote some of these initiatives to the public and other professionals.
 - c. Just work to finish some of the projects.
 - d. The board suggests that we are not going to push to have an Ontario rep. as the president.
 - e. Alrek asked board for ideas and suggestions for what to push to the guests that can help Ontario’s membership. Suggestions to put together a package.
10. OAHl bylaw revisions
- a. Andrew Dixon will check wording of the bylaw proposals introduced for the 2004 AGM. The wording will be posted on the member’s web site for review and discussion in preparation for 2005 AGM.
 - b. Instruct past presidents council to review existing bylaws to “clean-up” outdated sentences.
 - c. Send future bylaw proposals to the past presidents council for review and drafting prior to submission for membership discussion.
11. Membership renewal
Discussion on documents for 2005 membership renewal packages.
- a. There will be a self addressed envelope only. No fax copies accepted. 2005 renewal documents will kick off the digital storage of member’s documents. Incoming forms will be scanned the image will be stored on the secure server.
 - b. Practicing member form wording. Insurance declaration. I declare to each and every client prior to the home inspection that I don’t hold errors and omissions insurance.

Due to the fact that OAH I was unable to obtain a volunteer for the position of “Web site moderator” and to expedite the launch of the Web Form, the OAH I BOD has appointed an interim “web site moderator” for a period of 6 months. The BOD discussed the hourly wage to be allotted to the position of “moderator”. An hourly wage of \$15/hour would be \$10,080/year. An hourly wage of \$20/hr would be \$14,000/year.

BM made a motion that we pay \$800/month to the interim “web site moderator” with a review after 3 and 6 months.

Seconded by CI

Motion carried

Abstained: Secretary TL, Treasurer RB, and GW

The funds for the “web site moderator” have been allocated from the PR committee budget

AB has volunteered to assist and/or act as liaison with the “web site moderator” if questions that arise that they may need guidance on.

VP-AD made a motion that we put forward a proposal that Ms. Lynda Lalich, who submitted a resume be appointed as interim “web site moderator” for a period of six months, at a rate of \$800/month with a review after a period of 3 months and 6 months.

Seconded by MO

Motion carried

Abstained: GW

6. Client Assurance Program update

Treasurer RB led a discussion on the paper that had been released and fielded a number of questions. Treasurer RB explained that this is not policy but is merely a discussion paper that will need more input from the membership.

[Tom had to leave for personal reasons; Alrek continued taking the minutes October 2, 2004]

6. Client assurance program discussion paper, Board recommends that the document be cleaned up and be sent to the insurance committee for further discussion and revision. The board would like them to include this on the next insurance committee meeting.
7. Ombudsman candidate discussion
 - a. Rational was to offer another avenue for members who feel they need help.
 - b. Recommendation to use the ombudsman act as a sample and send it to the technical review committee for the creation of a job description and guidelines.
 - c. The board of directors had a call for candidates and Ralph Jenkins of Picton has volunteered to take on the role.

Ontario Association of Home Inspectors Board of Directors Meeting October 2, 2004

Location Stone Gate Inn, Orillia, Ontario

Attendance:

President Alrek Meipoom, Vice President Andrew Dixon, Secretary Tom Lloyd,
Treasurer Ralph Banks

Board Members: Mike O'Grady, Andrew Bennett, Carl Inglis, Bill Mullen, George Webb

Regrets: Doug Azar

1. Meeting called to order at 09.15 by President AM
2. Welcoming guests, President AM spoke on his disappointment that there were no guests in attendance for this BOD's meeting as it has been well advertised.
 - a. President AM made mention that item #11 on the agenda that went out to the membership should read "renewal" and not "removal"
3.
 - a. Motion to accept the August 13, 2004 minutes as read, was made by Mike O'Grady, seconded by Andrew Bennett Motion carried
 - b. Motion to accept the August 14, 2004 minutes as read, was made by Bill Mullen, Seconded by Andrew Dixon Motion carried
4. Membership statistics. Item has been differed.
5. OAH website:
 - a. A number of amendments have been made in wording to the "Knowledge Café" etiquette rules. Secretary TL is to supply these changes to President AM to make the changes on the documents and forward to all BOD.
Mike O'Grady made a motion to accept the changes as discussed.
Seconded by George Webb Motion carried

Treasurer RB made a motion that the Web Form "rules of etiquette" shall be released and the members to be notified no later than October 15, 2004.
Seconded by MO Motion carried
 - b. Treasurer RB made a motion that the OAH hire an interim "web site moderator" for a period not to exceed 6 months and this position will be posted as a "paid position".
Seconded by VP-AD Motion carried