



BOABC Bylaw Review

Lunch and Learn

August 15, 2024

Promoting Building Safety and Professionalism



Agenda

Why are new bylaws needed?

What changes are being considered?

How are the new bylaws being developed?



Why are new bylaws needed?

Key initiative in the 2024-27 business plan

- Internal

 - BOABC & POABC merge

 - Staff capacity

 - Good Practice

- External

 - Building Act*

 - Professional Governance Act*

 - Benchmark



Bylaw Review & Consultation Process

Member engagement

- Lunch & Learn (August 2024)
- Zone Meetings (September 2024)
- Online Feedback (October/November 2024)

Review

- Governance Committee
- Executive Committee
- Special General Meeting (March 2025)



Potential Changes

Membership

Executive Structure

Nominations and Elections

Credentials & Designations

Code of Ethics

Complaints & Discipline

BOABC Administration



Membership

Categories renamed to better distinguish between types

Student members include those taking courses through BOABC

Rights related to voting, nominations, elections remain the same

Members may maintain credentials regardless of membership category



Credentials

Eliminate overlap with *Building Act*

Align building & plumbing designations

Provide flexibility for credential requirements



Executive Structure

Considering changes to the structure of the Executive Committee:

- Duties & Responsibilities
- Composition
- Committees
- Terms
- Accountability



Executive Duties & Responsibilities

Typical board responsibilities include:

- setting vision, mission, values
- establishing strategic & business plans, annual report
- establishing budget and financial plans
- establishing the corporate governance model
- establishing policy
- selecting & overseeing the lead executive officer (Executive Director, CEO, CAO)
- delegating operational matters to the lead executive officer



Why change the Executive structure?

Aligns form with function

Engagement

Logistics & Cost

Volunteers for other functions

Align with benchmarks



Executive Composition

President	Past President	Zone Director
Vice President	Zone Director	Zone Director
Vice President	Zone Director	Zone Director
Vice President	Zone Director	Public Representative
Vice President	Zone Director	Public Representative
Treasurer	Zone Director	Public Representative
Secretary	Zone Director	Public Representative

Bolded text = legislated position



Executive Composition

Organization	Board size	Total Registrants	Annual Revenues	Annual Expenses
EGBC	12 members	41,000	\$29.2 million	\$26.1 million
AIBC	12 members	5,100	\$5.3 million	\$5.2 million
ASTTBC	12 members	6,100	\$2.7 million	\$2.9 million
OBOA	10 members	1,900	\$2.9 million	2.8 million
BOABC	19 members	1,100	\$1.3 million	\$1.2 million
TSBC	12 members	1000s	\$79.0 million	\$78.0 million
SCC	9 members	7,500	\$15.3 million	\$13.3 million



Executive Composition

Options for reducing Executive size under the Act:

- vice presidents
- zone directors
- Treasurer/Secretary consolidated

Transition period to phase-in any changes



Executive Terms

Terms still 2 years for all elected Executive members.

Changes being considered:

- Max of 4 consecutive 2-year terms before a mandatory one-term break
- Max of 2 terms as President
- Treasurer and Secretary appointed for 2-year terms



Executive Accountability

Incorporate the Executive Code of Conduct

Provide for membership to call a special general meeting

Establish process for removing an Executive member

- Different process for elected and public representatives



Executive Committees

Standing committees aligned to Executive oversight:



Governance



Finance



Risk
Management



Nomination



Investigation



Discipline



Association Governance Model

Executive responsibilities:

- vision, mission, values
- key decisions (plans, finances, policies)
- organizational oversight
- select & manage the Executive Director



Staff responsibilities:

- develop plans & budgets
- develop policy
- develop & deliver programs
- select & manage the staff



Nominations & Elections

Specific Nominating Committee re: authorities and responsibilities

Election process for zone directors incorporated

Online elections held over a set number of days, instead of AGM

Considering removal of nominations 'from the floor'

Appointments vetted and recommended by Nominating Committee

Process to review and resolve election challenges

Draft Election Process

Nominations (30 days)

Committee reviews

Election (14 days)

Candidates Notified

Public Announcement



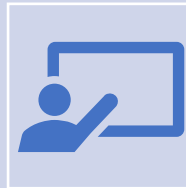
Code of Ethics



Combine with Rules of Professional Conduct



Considering 'Duty to report'



Training for members on ethics and professionalism



Investigation & Discipline Committees

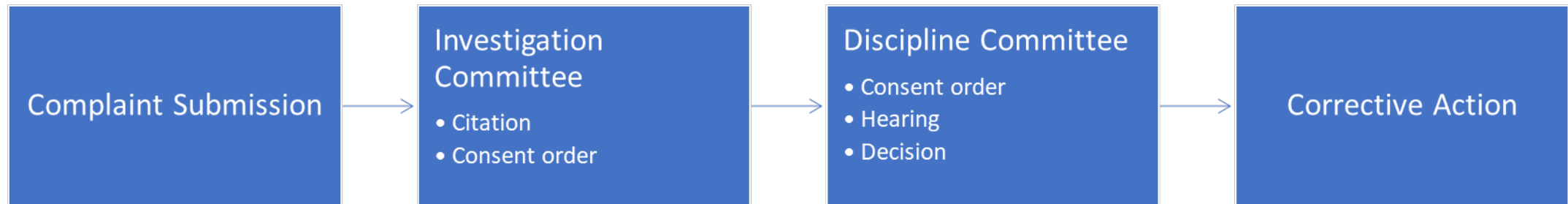
Administrative fairness

Rename 'Complaints Committee' as 'Investigations Committee'

Public Representatives on both committees



Complaints & Investigation Process





Administration

Definitions – must be used in the bylaws, specific meaning or reason

Interpretation – direction on notices, orders

Policy – good practice incorporated into bylaws

Indemnification – for Executive, staff, volunteers acting in good faith

Financials – fiscal year maintained



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Questions?

Email info@boabc.org