

MINUTES

WORLD ORGANIZATION OF BUILDING OFFICIALS NEW BOARD OF GOVERNORS MEETING 19 MAY 2003 DALLAS, TX USA

1. The meeting was called to order by newly elected President George D. Miller at 2:50 PM.
2. Self-introductions of members and guests were completed. Those in attendance included:

<u>NAME</u>	<u>ORGANIZATION</u>
Harbi S. Arafat	ALDICO (Jordan)
Dr. Ahmed Saif Belhasa	UAE Contractors' Association (UAE)
Raymond Chan	Hong Kong Institute of Surveyors (Hong Kong)
Omkar Nath Channan	WOBO (Canada)
Imad Eldurubi	Willdan/City of Holbrook (USA)
Anthony Floyd	City of Scottsdale (USA)
David Gibson	ABE Lutyens House (UK)
George Miller	Self (USA)
Barry Schafer	BLS Consulting (Australia)
Raj Sharma	City of Dallas (USA)
Robert Solomon	NFPA (USA)
Tim Ward	City of Oak Ridge, TN (USA)
Yasunor Yamanaka	Japan Federation of Housing Organization (Japan)

3. The agenda was reviewed and approved as written.
4. Mr. Miller expressed his appreciation for being elected to head up the Board of Governors. He noted the importance of getting input and assistance from all involved parties in order to make WOBO a success.
5. The following individuals were nominated and elected to serve the Board:

Vice President: David Gibson
Secretary/Treasurer: Robert Solomon

In addition, Mr. Miller noted that Ms. Christine Ellis from NFPA will provide administrative and executive support as necessary.

As a part of the Support, NFPA (the Organization) was nominated and selected to formally serve as the Secretariat to WOBO

6. General Discussion Topics. The following discussion points were made. All of those items relate to solidifying the status and statue of WOBO. These items will require additional follow-up in the coming months to determine which are short term and which are long term.

- **Increasing Attendance, Turnout and Participation.** Expanded use of email, Website and teleconferencing were all suggested as methods to increase information exchange.
- **Increasing the WOBO Membership Base.** WOBO needs to update the information brochure about its history. What it is and how individuals can benefit from a membership. WOBO should strive to provide a benefit service that allows members to get real time information that is relevant to their profession.
- **National Advisory Committee (NAC).** All WOBO Governors should be made a part of the NAC. NAC involvement allows the Governors to be in-kind representatives for a country or for a geographic region. This should permit WOBO to speak with a more unified voice at the UN.
- **WOBO Governors and Country Contacts.** The Governors should make their professional contacts aware of WOBO. Related to the previous item, regional contacts should also be informed of WOBO and its work. A Regional Advisory Committee (RAC), a derivative of the NAC should also be contemplated.
- **World Association of Federal Technical Organizations (WAFTO).** WAFTO works to bring new technology into third world (UN Article 7) Countries. WOBO should be involved in order to deliver building technology ideas to those countries.
- **General Membership Issues.** The Governors need to devise a plan to address the following:
 - How do you increase the number of members?
 - What is a realistic amount for the dues structure?
 - What are the benefits of membership? What can you offer to the members?
(An updated and enhanced membership directory is one suggestion).
 - Show WOBO's contribution to a major project initiative, or program.
 - Make congress papers available to WOBO members at no charge. Charge a fee to non-members who may want the papers.
 - Provide an incentive approach to join WOBO:
 - a. Member of a group that has special recognition by UN.
 - b. Permitted to join an RAC or its equivalent.
 - c. Eligible to be on the Board of Governors.
 - d. Can be considered to be a delegate to a UN conference or activity.
(It was suggested that these 4 items be posted to the WOBO Website).

- **WOBO Logo.** Consider having the logo printed on publications of member organizations. (Mr. Channan has a list of recommended publications that he will send to Mr. Solomon).
- **WOBO Mission.** The mission (improving the quality of life for people throughout the world) needs to be emphasized where-ever it can be.
- **Financial Issues.** There are a number of items that need to be reviewed. They include:
 - Membership dues (\$30.00 individuals \$175.00 organization) should be reviewed.
 - Can the dues structure be adjusted for differing cultures and living conditions?
 - Funding enhancements may include:
 - a. Raising the dues.
 - b. Applying to UN for funding.
 - c. Applying to various World foundations for funding grants and program participation.
 - d. Sell advertising in WOBO News.
 - e. Provide WOBO News as an on-line publication only to save on printing and mailing costs.
- **United Nations Industrial Development Organization (UNIDO).** WOBO should approach UNIDO to get involved with work on updating of some various country codes and norms. This process is difficult in that you have to first show evidence of completed project or program work before becoming eligible for financial services help.
- **World Bank (International Finance Corporation – IFC).** These programs will sometimes work with out of country codes, standards and norms. WOBO may wish to be involved with efforts involving alternative or supplemental codes. Related discussion points are:
 - Work directly with governments to set up a code system.
 - Apply same concepts to 2nd world nations.
 - Consider broader use of Performance Based design initiatives.
 - WOBO could work with 2nd and 3rd world nations to help evaluate a regulatory system for building design and construction.
- **WOBO Website.** The URL for WOBO (WOBO-UN.ORG) is offline and inactive. The Web is the best way to keep members up to date.
- **WOBO World Committees.** It was suggested that once some of these committees are established, that each Governor submit their name to Mr. Miller for 3 or 4 committees that they may be interested in working with. As an adjunct to the World Committees, it was also suggested that a committee be made available to liaise with

the UN. As an interim step, Mr. Miller and Mr. Channan agreed to make the appropriate contacts at the UN.

- **Dues Structure.** (See related bullet point under financial issues discussion). There is general agreement to maintain the dues structure at \$30.00 (USD) for individuals and \$175.00 (USD) for organizations. The Governors are willing to consider future increases IF and WHEN WOBO can begin to offer more membership benefits. For example, it was suggested that organizational dues of \$300.00 to \$500.00 (USD) might be more realistic. The membership committee may want to consider membership “premiums” such as logo’ed hats, mugs or shirts.

7. New Business. Discussion items in this category involved the following:

- a. Strategic Business Plan. Dr. Rashed will make the plan available to the governors. Once it is made available, comments on the plan (changes, priorities) can be sent into the Secretariat.
 - b. The Secretariat will be asking for a brief bio and passport size (or similar) photo. The information can be placed on the Website and newsletter so as to allow the governors to be introduced to the membership.
 - c. A future edition of the Newsletter should include an application for the members to sign up to participate on a committee.
 - d. The Secretariat was asked to look into the possibility of posting the Dallas presentations on the Website.
8. Date/Location for Next Meeting. The next meeting will be held in April or May of 2004. Dr. Yamanaka volunteered to host the meeting in Tokyo. The Board of Governors tentatively selected China as the site of the 2005 meeting.
9. The meeting adjourned at 4:15 PM.

Respectfully submitted

Robert Solomon
Secretary/Treasurer-WOBO