



**OPEN QUARTERLY
MEETING SCHEDULE**

Feb. 26-28, 2019

Bahia Resort Hotel
998 W. Mission Bay Dr.
San Diego, CA 92109

Date	Time	Meeting/Event	Location	Fee
Tuesday, February 26	12-2p	California Chapter Meeting & Lunch	Mission Bay Ballroom	N/A
	2-3p	Educational Program Metrics to Predict Profitability Presented by Joe Hikel	Mission Bay Ballroom	N/A
	3:30-5p	Industry Roundtables	Mission Bay Ballroom	N/A
	6-9p	Group Dinner Meet in the Bahia Lobby at 6 pm and walk to the restaurant together. Dinner served at 7p.	Coaster Saloon 744 Ventura Pl San Diego, CA 858-488-4438	\$50* for dinner
Wednesday, February 27	7:30-8a	Breakfast	Mission Bay Ballroom	N/A
	8-10a	QC Committee	Mission Bay Ballroom	N/A
	10:30-11:30a	Marketing Committee	Mission Bay Ballroom	N/A
	11:30a-12:30p	Lunch	Mission Bay Ballroom	N/A

***Approximate cost shown. Attendees will be invoiced after the meeting.**

Date	Time	Meeting/Event	Location	Fee
Wednesday, February 27	12:45-2:15p	Membership Committee (Mission Bay Ballroom)		N/A
		Emerging Leaders Committee (Ventana Meeting Room)		N/A
	3-5p	Shuffleboard Tournament	Shuffleboard courts located by the Gazebo	N/A
	5-8p	Group Dinner Meet on the beach. Dinner to be served at 5:30p	Bahia Resort Hotel	\$105* for dinner
Thursday, February 28	7:30-8a	Breakfast	Mission Bay Ballroom	N/A
	8-11a	SBCA Board Meeting All are welcome!	Mission Bay Ballroom	N/A

***Approximate cost shown. Attendees will be invoiced after the meeting.**



Open Quarterly Meetings 2019

Date

Location

February 26-28, 2019

**SBCA Open Quarterly Meeting
Bahia Resort Hotel
998 W. Mission Bay Drive
San Diego, CA 92109**

June 4-6, 2019

**SBCA Open Quarterly Meeting
Hilton Fort Worth
815 Main St
Fort Worth, TX 76102**

August 6-8, 2019

**SBCA Open Quarterly Meeting
Hyatt Regency Savannah
2 W. Bay St
Savannah, GA 31401**

October 22-25, 2019

**BCMC & SBCA Board Meeting
Columbus, OH**

QUALITY CONTROL COMMITTEE MEETING AGENDA

Wednesday, February 27, 2019

8:00 – 10:00 am

**Bahia Resort Hotel
Del Mar Meeting Room
San Diego, CA**

Committee Purpose:

To implement, maintain, and continually improve an in-plant quality management program for trusses and wall panels.

Background

1. SBCA Mission Statement (**APPENDIX A**)
2. Antitrust Law & Conflict of Interest Policies (**APPENDIX B**)
3. Actions of a Committee Requiring a Motion (**APPENDIX C**)
4. SBCA Structure (**APPENDIX D**)
5. Roles and Responsibilities of SBCA Committees (**APPENDIX E**)

Meeting Agenda

1. **Call to Order** – Scott Ward, QC Committee Chair
QC Committee Members: Scott Ward (Chair), Howard Gauger, Dan Holland, Rick Parrino, Jeff Smith
2. **Introductions, Sign-in Sheet and Opening Remarks** – Scott Ward
3. **Review and Approve Minutes of August 2018 QC Committee Meeting (EXHIBIT 1)** – Scott Ward
4. **Review Agenda** – Scott Ward
 - a. Are there other key issues we should place on the agenda or remove from the agenda?
5. **Market Place Issues Related to QC** – Kent Pagel
6. **Update on Ongoing QC Testing** – Scott Ward and Staff
 - a. **Weathering Testing**
 - b. **Moisture Cycle Testing**
 - c. **Creep Testing**
 - d. **QC Joint Testing (ultimately to benefit Digital QC)**
 - e. **Embedment Gap Testing**
7. **Digital QC Update** – Scott Ward and Staff
8. **3rd Party QA Business via SBCRI-TPI Program** – Scott Ward and Staff
 - a. SBCRI staff currently handles inspections at 21 plants and expects to add more new plants from Florida soon. Starting this quarter, we will be planning visits to SBCA member and non-member plants near the locations being inspected that aren't currently

in the program in efforts to grow the program.

- b. Wood and Steel Wall Panel inspection programs are now 17020 accredited, reviewing other areas for potential scope expansion.
- c. SBCA Member input needed to determine how best to serve licensees through the QA/QC program.

9. In-Plant Certification Update – Scott Ward and Staff

10. Old Business – Scott Ward

11. New Business – Scott Ward

12. Adjournment – Scott Ward

QC COMMITTEE MEETING MINUTES

Wednesday, August 8, 2018
San Francisco, CA

Call to Order

Scott Ward, QC Committee Chair, called the meeting to order at 8:01 am. Introductions were made around the room and the SBCA Anti-Trust Statement was circulated and signed by all meeting attendees, thereby acknowledging the SBCA anti-trust policies in effect.

Attendance

Component Manufacturers: Phil Adams, Dallas Austin, Steve Cottengim, Greg Dahlstrom, Jack Dermer, Josh Dermer, Jared Dix, Larry Dix, Barry Dixon, Justin Donecker, Jim Finkenhoefer, Gene Frogale, Greg Griggs, Roger Helgeson, Josh Hendrickson, Joe Hikel, Jason Hikel, Steve Kennedy, Jess Lohse, Joseph Maez, Dave Motter, Rick Parrino, Justin Richardson, Mike Ruede, Keith Scott, Jeff Smith, Steve Strom, Bryan Sylvester, Scott Ward, Jason Ward, Javan Yoder

Suppliers in Attendance: John Branstetter, April Burt, Mike Cassidy (via SBC Connection), Roger Dankel, Mike Johnson, Mike Kozlowski, Kevin Kraft, Jim Ladner, Matti Lehtipuu, Mike Martz, Michael Marzy, Scott McDonald, Scott Miller, Gregg Renner, Michael Schwitter, Chris Scott, Mike Terbrock

SBCA Legal Counsel: Kent Pagel

SBCA Staff: John Arne (via SBC Connection), Molly Butz, Mindy Caldwell, Ryan Dexter (via SBC Connection), Suzi Grundahl, Kirk Grundahl, TJ Jerke, Evan Protexter, Joe Schauer (via SBC Connection), Sean Shields, Jill Zimmerman

Review and Approve Minutes of May 2018 QC Meeting

Motion to approve the May 2018 QC Meeting minutes. Motion to approve by Greg Griggs. Second by Jack Dermer. Motion passed unanimously.

SBCA QC Certification Update

Staff reported that two new plants had become QC certified.

QC Joint Concept

Staff reported that the mission of exploring a QC joint is to create a way to easily gather truss quality information at designated stages: in the plant, arrival at the jobsite, post install and during inspection by the building official. The hope is that these QC inspections can be performed electronically. Currently, testing is focused on determining if it's possible to predict a truss failure at a particular joint. The next step is following through on proof of concept through the manufacturing, shipping, and installation steps.

SBCRI has begun plate embedment gap testing to improve our understanding of performance of trusses as a system of wood members and truss plates, but also to streamline the QC process and the creation of control charts. The big thing is to better understand how varying embedment gaps affect truss performance.

There was a brief discussion on how a digital caliper could help inspectors to quickly verify if a plate embedment issue is within tolerances. The long term goal is to reduce the time it takes to do the inspection and allow for more inspections to take place. The point was raised that the biggest challenge will be for the CM to manage all the QC data they then collect and ensure it stays with the right components. Staff said the whole point was to try to collect enough information where truss performance issues could be identified as existing in the manufacturing facility or rather were introduced later in the process after the CM was no longer involved.

The short term goal is to make a very approachable, easy-to-adopt program that is attractive to CMs. Putting the tool in a building inspector's hands may help drive implementation in a market.

The discussion ended focusing on how inexpensive imaging technology could be used to simplify the inspection process and record the necessary digital information. Staff is exploring each step manually to determine which concepts work and what the limitations may be. Staff is also working on the data management system needed to store the data collected to make it easy to access in a meaningful way.

Weathered/Creep Testing Update

Staff reported that the goal of this testing is to gather data that can be used to compare the performance of floor trusses that have not been exposed to weather to the performance of trusses that have been stored or installed and exposed to weather. Staff reported that trusses have been built in five locations. The control group is in Madison, WI, with the rest of the trusses stored in the weather in Maryland, Mississippi, Arizona and Wisconsin.

Third Party QA Business Update

TPI/SBCRI staff have been performing third party inspections over the last two quarters. Staff indicated it would be necessary to get more input from plants on how to serve licensees better through the program. Currently there are 323 plants enrolled in the program (242 SBCA members, 85 non-members). There may be seven additional plants added to the program in the near future. Scott pointed out that one of the reasons for this is that SPIB announced it was no longer going to be inspecting truss plants.

There was a brief discussion on the challenges of overcoming the perception that QC is too difficult. Scott commented he has found he needs a dedicated QC person to do QC right. Barry raised the concept of using a simple AI that could automate these inspections down the road. Joseph at Kattera indicated they have implemented a system like this already. At the end of the day, Mike made the point the QC process needs to be inexpensive and easy to implement in order for it to be successful. This new approach will improve the overall quality of our industry's products and will increase our industry's professionalism.

Adjournment

Motion to adjourn. Motion by Mike Ruede. Second by Gene Frogale. Motion passed unanimously.

The meeting adjourned at 9:03 am.

/ss

MARKETING COMMITTEE AGENDA

Wednesday, February 27, 2019
10:30 – 11:30 am

Committee Purpose

The committee will promote the use of engineered floor, wall, and roof structural components in residential and commercial projects.

Background

1. SBCA Mission Statement (**APPENDIX A**)
2. Antitrust Law & Conflict of Interest Policies (**APPENDIX B**)
3. Actions of a Committee Requiring a Motion (**APPENDIX C**)
4. SBCA Structure (**APPENDIX D**)
5. Roles and Responsibilities of SBCA Committees (**APPENDIX E**)
6. Responsibilities of SBCA's Board of Directors (**APPENDIX F**)
7. *SBC Magazine* Advertisers (**APPENDIX G**)
8. Industry News Articles Written by Staff (**APPENDIX H**)

Meeting Agenda

1. **Call to Order** – Greg Griggs, Marketing Committee Chair
Marketing Committee Members: Greg Griggs (Chair), Mike Callahan, Tom Christensen, Greg Dahlstrom, Jared Dix, Larry Dix, Barry Dixon, Eric Eversgerd, Joe Halteman, Darryl Hooper, Dustin Johnson, Kevin Kraft, Mike Martz, Gregg Renner, Justin Richardson, Wes Robbins, Mike Ruede, Michael Schwitter, Ken Shifflett, Steve Shrader, Cory St. Clair, Steve Stroder, Scott Ward, Javan Yoder
2. **Introductions and Opening Remarks** – Greg Griggs
 - a. Anti-Trust Law Policy – see Appendix A
3. **Review and Approve Minutes of August 2018 Marketing Committee Meeting (EXHIBIT 1)** – Greg Griggs
4. **Review Agenda** – Greg Griggs
 - a. Are there other key issues we should place on the agenda or remove from the agenda?
5. **Internal Marketing Priorities** – Greg Griggs & Staff
 - a. **Communicating with members about SBCA products and services** – Greg Griggs & Molly Butz
 - i. Ongoing review and continued improvement of SBCA's website:
 - [Plant tours web page](#) - links to articles about successful tours with a variety of CMs as well as a tour "kit" crafted for CMs to use for specific audiences.
 - SBCA Member Website Reorganization

- (a) New initiative in 2019 to review all content, cull, update and reorganize
 - (b) Create a Website Subcommittee for input and review
 - ii. Other ways to communicate more or differently to make sure messages are reaching members
 - Industry News headlines under SBCA Updates
 - SBCA weekly [webinar](#) series
 - New Podcast Series
 - Social Media
- 6. External Marketing Initiatives – Greg Griggs & Staff**
- a. **Stick Frame vs Components Market Research Beta Site – TJ Jerke**
 - i. **Discussion:** Feedback and suggestions for how to move this initiative forward – create subcommittees as needed
 - b. **Best Way to Frame – Greg Griggs & Mindy Caldwell**
 - i. Update on measureable marketing initiative at BCMC
 - ii. Plans for content generation and next steps in 2019
 - Adding depth of content to pages that outline the basics of [Roof Trusses](#), [Wall Panels](#) and [Floor Trusses](#)
 - Repurposing current SBC Magazine and Industry News content for use with various audience pages
 - Creating a virtual plant tour
 - iii. **Discussion:** Feedback and suggestions for how to make the site more effective – create subcommittees as needed
 - c. **Ask the Builder Project with Tim Carter – Greg Griggs & Sean Shields**
 - i. Overview of this project and outline of exposure provided by Tim Carter
 - ii. What are the measurable results so far?
 - d. **Component Marketing Toolbox – Greg Griggs & Mindy Caldwell**
 - i. Toolbox was moved to member-only access in mid-December 2018 to emphasize the value of membership in SBCA. The dashboard introduction was edited to allow for anyone to see some sample content and feature the resources as a benefit of membership.
 - ii. A [guidance document](#) was created outlining the Best Way to Frame marketing guide.
 - iii. **Discussion:** Feedback and suggestions for how to make the toolbox more effective – create subcommittees as needed
 - e. **Marketplace Education – Greg Griggs & Jess Lohse**
 - i. Developing tools on individual/specific topics (PowerPoint modules, videos, webinars, podcasts, articles, Topical Library pages, etc.) to educate the marketplace in a way that's short, pointed, fresh and evergreen
 - ii. Discussion: Identifying top 5-10 industry issues - What are you seeing in your marketplace?

7. SBC Magazine and Industry News – Greg Griggs & Sean Shields

- i. Update on readership stats for Industry News and SBC Magazine (print and digital)
- ii. Staff/SBCA Industry generated articles for Industry News (see **Appendix H** in OQM meeting materials download for a list)
- iii. **Discussion:** Feedback and suggestions for trending topics, additional topics staff should cover – create subcommittees as needed

8. Old Business – Greg Griggs

9. New Business – Greg Griggs

10. Adjournment – Greg Griggs

MARKETING COMMITTEE MEETING MINUTES

Wednesday, August 8, 2018
San Francisco, CA

Committee Purpose

The committee will promote the use of engineered floor, wall, and roof structural components in residential and commercial projects.

Call to Order

Greg Griggs, Marketing Committee Chair, called the meeting to order at 9:15 am. He passed around the antitrust and conflict of interest policy and introductions were made around the room.

Attendance

Component Manufacturers in Attendance: Phil Adams, Dallas Austin, Steve Cottengim, Greg Dahlstrom, Jack Dermer, Josh Dermer, Larry Dix, Jared Dix, Barry Dixon, Justin Donecker, Jim Finkenhoefer, Gene Frogale, Greg Griggs, Josh Hendrickson, Joe Hikel, Jason Hikel, Steve Kennedy, Jim Ladner, Jess Lohse, Joseph Maez, Dave Motter, Rick Parrino, Justin Richardson, Mike Ruede, Jeff Smith, Steve Strom, Bryan Sylvester, Scott Ward, Jason Ward, Javan Yoder

Associate Members & Suppliers in Attendance: John Branstetter, April Burt, Roger Dankel, Joe Halteman, Roger Helgeson, Mike Johnson, Mike Koslowski, Kevin Kraft, Matti Lehtipuu, Mike Martz, Michael Marzy, Scott McDonald, Scott Miller, Gregg Renner, Michael Schwitter, Chris Scott, Mike Terbrock

Legal Counsel: Kent Pagel

SBCA Staff: Molly Butz, Mindy Caldwell, Kirk Grundahl, Suzi Grundahl, TJ Jerke, Evan Protexter, Sean Shields, Jill Zimmerman

Review and Approve Minutes of May and July 2018 Marketing Committee Meetings

Motion to approve the Minutes of May and July 2018 Marketing Committee Meeting minutes. Motion to approve by Jim Finkenhoefer. Second by Jess Lohse. Motion passed unanimously.

Stick Frame versus Component Market Research

Staff reported that they do have a custom home builder in Louisiana who has agreed to participate in the framing comparison. They are currently working to get home plans to begin taking the project forward. Mike Kozlowski indicated they have identified some builders in his market area that they are struggling to convert from stick framing and would be interested in participating as well.

Best Way to Frame Promotion

Staff reported the bestwaytoframe.com website is now live. This site is intended for the industry to promote component framing to targeted audiences, from students to building officials. This website will be showcased in the SBCA booth. The website subcommittee is discussing how to

most effectively promote this site and how to drive regional markets to this site. Traffic can be measured with Google analytics to track follow through. Staff reported that one of the outcomes will be to create a guidance document on how to best use this website for marketing activities. It was suggested to add a section on subcomponents and component headers (show pictures and describe how they're used), I-joists and floor panels.

SBCRI Website Update

Staff walked the committee through the new SBCRI website and the information in the various sections. As part of this process, staff talked about the new way to pay invoices online using an invoice PIN.

Component Marketing Toolbox

Greg and staff reported that traffic continues to be strong on the CM toolbox page now that it is free. Floor truss materials are completed and posted to the website, along with a new collection of photos. Current work is focused on completing review of the online calculator to ensure it is operating as expected. That will go live as soon as review is done.

Content Development

Staff provided an update on the change in sending Industry News out on Tuesday mornings instead of Mondays; moving Energy Efficiency & Building Science News to Thursday from Tuesday; and keeping Framing News on the second and fourth Wednesdays. Open and click through rates continue to increase and provide SBCA a very valuable tool to get information out into the marketplace.

Internal Marketing Priorities

Staff walked members through changes to the website search function and filters, as well as the new sort feature for Industry News articles. An overview of the new Plant Tours webpage on sbcindustry.com was given. Staff walked through the raw materials page staff is building. It was suggested to include freight costs to the Raw Material pages.

Staff also shared how videos created from California TrusFrame are being recrafted into short, topical videos that can be used for training by CMs.

There was positive feedback on the new webinar series, particularly being able to access the recordings online.

Mike Ruede said they require builders and installers to watch Jim Vogt's video on truss erection and sign off that they've watched it prior to delivery. He suggested turning these into a best practice for members-only.

Old Business

There was no old business.

New Business

There was no new business.

Adjournment

Motion to adjourn. Motion made by Scott Ward. Second by Jim Finkenhoefer.

Motion passed unanimously.

The meeting adjourned at 9:59 am.

/ss

August 8, 2018

MEMBERSHIP COMMITTEE MEETING AGENDA

Wednesday, February 27, 2019

12:45 – 2:15 pm

**Bahia Resort Hotel
Del Mar Meeting Room
San Diego, California**

Committee Purpose

To advance the component industry through a united effort that can only be achieved by representing the entire industry through membership.

Background

1. SBCA Mission Statement (**APPENDIX A**)
2. Antitrust Law & Conflict of Interest Policies (**APPENDIX B**)
3. Actions of a Committee Requiring a Motion (**APPENDIX C**)
4. SBCA Structure (**APPENDIX D**)
5. Roles and Responsibilities of SBCA Committees (**APPENDIX E**)

Meeting Agenda

1. **Call to Order** – Gene Frogale, Chair
Membership Committee Members: Gene Frogale (Chair), April Burt, Jack Dermer, Eric Eversgerd, Jim Finkenhoefer, Dave Green, Joe Halteman, Eric James, Matt Layman, Joseph Maez, Sean Riley and Mike Ruede
2. **Introductions, Sign-in Sheet and Opening Remarks** – Gene Frogale
3. **Review Agenda** – Gene Frogale
 - a. Are there other key issues we should place on the agenda or remove from the agenda?
4. **Review and Approve Minutes of August 2018 Membership Meeting (EXHIBIT 1)** – Gene Frogale
5. **Membership Overview** – Gene Frogale
 - a. Nationally
 - b. Regionally
 - c. CMs who are not members
6. **Prospective Members** – Gene Frogale & Staff
 - a. Recent conversations with area CMs and suppliers
 - b. CMs and suppliers we should target in the next month

7. Regional Recruitment – Gene Frogale & Staff

- a. Identify Membership Committee members to support the committee regionally
 - i. One CM and One Supplier per region

8. Top Chord Club – Gene Frogale & Staff

- a. Ideas for reinvigorating the program

9. Member Login – Gene Frogale & Staff

- a. SBCA content that is only available to members

10. SBCA Member Statistics (background)

- a. Member Counts:

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	1993	1992
<i>CM Corps</i>	480	479	451	433	405	412	395	386	411	443	531	691	792	795	758	716	682	248	247
<i>CM Locs</i>	798	797	805	716	696	670	599	593	627	693	962	1093	1250	1200	1150	1050	1008		
<i>Assoc</i>	239	239	238	238	219	195	166	164	168	175	210	269	300	286	261	234	202	78	71
<i>Total Corps</i>	719	718	689	671	624	607	561	550	579	618	741	960	1092	1081	1019	950	884	326	318

- b. Number of CM member corporations purchased by other members since 1993: 201

11. Old Business – Gene Frogale

12. New Business – Gene Frogale

13. Adjournment – Gene Frogale

MEMBERSHIP COMMITTEE MEETING MINUTES

Wednesday, August 8, 2018
San Francisco, CA

Committee Purpose

To advance the component industry through a united effort that can only be achieved by representing the entire industry through membership.

Call to Order

Gene Frogale, Membership Committee Chair, called the meeting to order at 12:21 pm. Introductions were made around the room and the SBCA Anti-Trust Statement was circulated and signed by all meeting attendees, thereby acknowledging the SBCA anti-trust policies in effect.

Attendance

Component Manufacturers in Attendance: Jack Dermer, Larry Dix, Justin Donecker, Jim Finkenhoefer, Gene Frogale, Joe Hikel, Jess Lohse, Rick Parrino, Keith Scott, Mike Ruede, Jeff Smith, Scott Ward, Javan Yoder

Associate Members & Suppliers in Attendance: April Burt, Mike Johnson, Michael Marzy

SBCA Staff: Kirk Grundahl, Suzi Grundahl, TJ Jerke, Sean Shields

Review and Approve Minutes of March and June 2018 Membership Meetings

Motion to approve the minutes of March and June 2018 meetings. Motion by Jim Finkenhoefer. Second by Jack Dermer. Motion passed unanimously.

Update from Committee Members on Outreach Initiatives

Gene started the meeting talking about the legislative fly-in and how valuable it was for the industry. He also talked about a Carolinas chapter meeting he attended recently and how the fellowship gained at that meeting was invaluable.

He discussed the ways to overcome common objections to becoming a member, including the complaint of not having enough time. BCMC is also a great recruiting tool because of the registration discounts offered to new members.

Gene shared how plate suppliers can be very helpful in leveraging their existing relationships with their customers to promote the advantages of becoming a member of SBCA.

He reviewed the presentation he gave to the Carolinas Chapter that went over the valuable services SBCA offers to CM members. Gene talked about how he really benefited from the CM Toolbox materials in promoting components. A discussion ensued on the importance of jobsite packages and Gene pointed out he learned the best practice of adding the jobsite package to his invoice to ensure there is documentation the customer received it.

Third Party QA Inspections

There was a general discussion on the ways SBCRI is operating the Third Party QA inspection and how this could be used to help recruit additional membership.

It was suggested that the gap between member and non-member pricing should continue to widen to drive the decision toward membership. While third party inspection pricing doesn't differentiate between member and non-member, that will be explored going forward.

Additional Tools

Gene talked about the ways he has used the SBCA Topical Library pages to get information he needs to address issues like mold in his market.

The group discussed the safety summit that will be at BCMC this year. The SBCA Safety Committee has spearheaded this event and are bringing in a number of speakers to address in plant safety issues.

Gene shared his experience with SBC Industry News and how it is a great way to reach non-members.

It was suggested to have a card with all the SBCA-related websites for everyone to have as a reminder.

There was a general discussion on what non-members can give to the industry and contribute to its professionalism. If you get a non-member who is engaged but will not take the leap, it was suggested we learn what their key pain point is and show how SBCA can help. It was also stressed that the face-to-face discussion was very important and how coming to a meeting is essential.

Recruitment of CMs by Suppliers

The group talked about how suppliers could help recruit non-members.

It was suggested that suppliers could help get the non-members to a regional meeting and center it around a valuable presentation.

So far in 2018, SBCA has gained eight new CM members (up to 457).

Adjournment

Motion to adjourn. Motion by Scott Ward. Second by Jim Finkenhoefer. Motion passed unanimously.

The meeting adjourned at 1:18 pm.

/ss

EMERGING LEADERS COMMITTEE MEETING AGENDA

Wednesday, February 27, 2019

12:45 – 2:15 pm PT

Bahia Resort Hotel
William D. Evans Boat – Meeting Room
San Diego, CA

SBCA Emerging Leaders Committee Mission:

To give the next generation of leaders in the structural building components industry and in SBCA an opportunity to meet one another, build lasting relationships, learn from others who will share their experiences and gain a greater depth of knowledge of the industry and its trade association. The intent is to provide sustainability, growth and enthusiasm for members companies and the association.

Background

1. SBCA Mission Statement (**APPENDIX A**)
2. Antitrust Law & Conflict of Interest Policies (**APPENDIX B**)
3. Actions of a Committee Requiring a Motion (**APPENDIX C**)
4. SBCA Structure (**APPENDIX D**)
5. Roles and Responsibilities of SBCA Committees (**APPENDIX E**)

1. Call to Order – Steve Stroder, Emerging Leaders Committee Chair

Emerging Leaders Committee Members: Steve Stroder (Chair), Dallas Austin, Greg Dahlstrom, Jared Dix, Joe Halteman, Jason Hikel, John Holland, Darryl Hooper, Michael Kozlowski, Justin Richardson, Ashley Stroder, Bryan Sylvester, Jason Walsh, Jason Ward, Travis White

2. Introductions, Sign-in Sheet and Opening Remarks – Steve Stroder

- a. Welcome Scholarship Winners: Shawnee Gunnett & Kyle May

3. Review and Approve Minutes of August 2018 Emerging Leaders Committee Meeting, December 2018 Emerging Leaders Committee Teleconference, and January 2019 Emerging Leaders Committee Teleconference (**EXHIBIT 1**) – Steve Stroder

4. Review Agenda – Steve Stroder

- a. Are there other key issues we should place on the agenda or remove from the agenda?

5. Marketing/Growing the Committee – Steve Stroder & Staff

- a. Update on recent applicants in process since January teleconference
- b. **Discussion:** Feedback & suggestions for marketing the group, etc.
 - a. Confirm subcommittee for development of marketing materials:
 - i. Jared Dix, Jason Hikel, Travis White
 - ii. Others?

6. Priorities for 2019 – Steve Stroder & Staff

- a. **Scholarship Fund**

- i. Ongoing promotion of the scholarship
- ii. Fundraising ideas for 2019
- iii. Confirm subcommittee:
 - Dallas Austin, Jared Dix, Joe Halteman, Justin Richardson, Jason Ward, Jason Hikel
 - Others?

b. SBCA Engagement Activities

- i. Casino night
- ii. Other activities during the year?
- iii. Confirm subcommittee:
 - Jared Dix, Dallas Austin
 - Others?

c. Workforce Development Activities

- i. Student day at BCMC
 - Confirm subcommittee:
 1. Justin Richardson, Jared Dix, Dallas Austin, Greg Dahlstrom
 2. Others?
- ii. Truss building kit initiative, curriculum development, etc.
 - Confirm subcommittee:
 1. Jason Hikel, Jared Dix, Dallas Austin, Greg Dahlstrom, Mike Kozlowski
 2. Others?
- iii. Development of additional resources for SBCA members to use
 - Input on WFD section of SBCA website
 - **Discussion:** Feedback & suggestions – create subcommittee if needed

7. Leadership Development, Management Training & Teambuilding Activities for Members of EL Committee – Steve Stroder

- a. Discuss creating an opportunity for members of this committee to carve out a day for training and teambuilding
 - i. When? – Does Tuesday, June 4 (in conjunction with Fort Worth OQM) work?
 - ii. What? – Morning workshop, lunch, teambuilding activity?
 - iii. Who? – Jason Ward volunteered to share leadership training materials he's developed/presented; get members of exec committee involved?
- b. Other ideas?

8. Old Business – Steve Stroder

9. New Business – Steve Stroder

10. Adjournment – Steve Stroder

EMERGING LEADERS COMMITTEE MEETING MINUTES

Wednesday, August 8, 2018
San Francisco, CA

Committee Purpose

To give the next generation of leaders in the structural building components industry and in SBCA an opportunity to meet one another, build lasting relationships, learn from others who will share their experiences and gain a greater depth of knowledge of the industry and its trade association. The intent is to provide sustainability, growth and enthusiasm for member companies and the association.

Call to Order

Jason Ward, on behalf of Chair Steve Stroder, called the meeting to order at 12:16 pm. He passed around the antitrust and conflict of interest policy and introductions were made around the room.

Attendance

Component Manufacturers in Attendance: Dallas Austin, Greg Dahlstrom, Josh Dermer, Jared Dix, Josh Hendrickson, Jason Hikel, Justin Richardson, Keith Scott, Bryan Sylvester, Jason Ward

Associate Members & Suppliers in Attendance: Joe Halteman, Mike Kozlowski, Scott McDonald, Scott Miller, Gregg Renner, Chris Scott

SBCA Staff: Molly Butz, Mindy Caldwell, Evan Protexter, Jill Zimmerman

Review and Approve Minutes of May 2018 Emerging Leaders Committee Meeting and June 2018 Emerging Leaders Committee Teleconference

Motion to approve the Minutes of the May and June 2018 Emerging Leaders Committee Meeting minutes. Motion to approve by Mike Kozlowski. Second by Josh Dermer. Motion passed unanimously.

Truss Building and Testing Kits

Jason Hikel gave an update on the truss building kit. The testing equipment doesn't work with the home building kit since the sizes are different. Jason will work on a new testing approach. The subcommittee will continue to work on the marketing materials for the kit/tester. A digital flyer/guidance document will be created.

Building the kit is estimated to take 20 hours for 2 people. Justin Richardson will work with a local Tech Ed program, have them build the kit and bring the built structure to BCMC. Jason Hikel will write up materials to add to the marketing materials. SBCA will have a spot in the booth at BCMC to display the final product and can create a short video/montage to show in the booth.

The information for where to purchase the kit will be posted to the EL Slack Channel. Jason has

already posted some of the resources he's found. Greg Dahlstrom gave a brief overview of Slack and encouraged anyone not currently on the channel to join.

Student Day at BCMC

Justin Richardson gave an update on Student Day at BCMC. He, Jason Blenker, and Steve Szymanski are all working to bring a group of students. There will be an article in the September/October version of *SBC Magazine* promoting Student Day. The group discussed logistics for Student Day.

As a recap from last year, staff hasn't heard that anyone was hired based on last year's program. Last year's program was a cross-section of different trades. This year the students will be more focused on the component manufacturing industry.

Justin will help make calls to the local schools. Mindy has already reached out to Bradley Tech. Mindy will connect with Steve to remind the Wisconsin chapter members about Student Day.

Scholarship Fund Update

Jason Ward informed the group that the digital "application" is now available on the [SBCA website](#). Applications will be accepted through November 16, 2018. We have not received any applications so far. The first ad was in the August issue of the magazine. We also ran a headline in Industry News. Jared Dix suggested an ad on Facebook. He's concerned that people aren't getting the message because if they aren't involved in meetings and events, they aren't seeing the information.

The scholarship fund is targeting the group of people that know about SBCA and the Emerging Leaders group but can't afford to send someone to meetings. It can be a hard sell to people that don't understand the value.

There is an option on the BCMC Registration form to donate to the fund. We've had one donation so far.

The group discussed the best ways to get the local chapters involved.

The subcommittee will come up with a recommendation for vetting the submissions. The goal is to choose people that are interested in longer term careers in the industry. The committee discussed if this should be merit-based or a random drawing. If we have too many qualified applicants, a drawing would be a good way to choose.

Proceeds from golf registration, mulligan sales and BCMC 5K registrations will go to the scholarship fund. The committee discussed the price of a ticket for a 50/50 Raffle at Casino Night. Two drawings could be held, one at Casino Night and then hold another one in the booth. Tickets will cost \$5 each or 5 for \$20.

We need to start securing sponsors for Casino Night. We have 3 Premier Sponsors, thank you to our Supplier members in the EL group. Everyone needs to work on prizes for donations.

What does the VIP ticket cost and what it will include? The idea is that you'll pay more and get some more things. Several members aren't sure there's enough value in the VIP package to make it worth it. The decision was made to forgo this for 2018.

Drive-A-Nail Game Update

Jason Ward brought a small mock-up of the game using four 8x8s banded together. Jason encouraged the members to get up and give the game a try.

The committee agreed that the 8x8 material is good. The version at BCMC should be 3 feet tall. Both ends can be used. The committee agreed on \$5 a try.

- Nail 16d 4"
- 20 ounce, Swingline Framing hammers (which are longer/heavier)

A reminder was given to the committee members that Steve Stroder has offered to give a \$300 grand prize as long as everyone on the EL committee signs up to work in the SBCA Booth.

Old Business

There was no old business.

New Business

There was no new business.

Adjournment

**Motion to adjourn. Motion made by Greg Dahlstrom. Second by Mike Kozlowski.
Motion passed unanimously.**

The meeting adjourned at 1:15 pm.

/meb

EMERGING LEADERS COMMITTEE MEETING MINUTES

Monday, December 3, 2018

Via Teleconference

Committee Purpose

To give the next generation of leaders in the structural building components industry and in SBCA an opportunity to meet one another, build lasting relationships, learn from others who will share their experiences and gain a greater depth of knowledge of the industry and its trade association. The intent is to provide sustainability, growth and enthusiasm for members companies and the association.

Call to Order

Steve Stroder brought the meeting to order at 1:01 pm and thanked everyone for attending.

Attendance

Steve Stroder (Chair), Dallas Austin, Greg Dahlstrom, Jared Dix, Jason Hikel, Joe Halteman, Mike Kozlowski, Justin Richardson, Mike Ruede, Ashley Stroder, Bryan Sylvester, Jason Walsh, Jason Ward, Scott Ward, Travis White, Mindy Caldwell, Evan Protexter, Sean Shields, Jill Zimmerman

Debrief on BCMC Activities

Casino Game Night

Attendance of the game night more than doubled from 2017 with 191 individuals. \$1375 was raised for the scholarship fund with the 50/50 raffle, sale of extra chips, and Mike Ruede donating his winnings from the raffle. Jason Ward won the grand prize of a trip to an OQM, which he gifted to Brad Unruh of Timberlake Trussworks.

With regard to planning, ELs raised \$7750 in sponsorships to cover the costs of the night's activities. The premier sponsors included: Alpine, California TrusFrame, Dietrich's, PANELS PLUS, Shelter Systems Limited, SL-Laser Systems, and Wood Truss Systems. Contributing sponsors include 4Ward Consulting Group and Richco Structures.

There was general consensus that adding the big screen and showing a sporting event was a very good addition to the event. There was a good number of tables and games available, so it wasn't over crowded. Overall, the event cost was approximately \$6500, plus the cost of the trip to the OQM (~\$1200). The DJ audio presented a bit of a challenge. There was a suggestion to consider karaoke instead of a DJ in the future.

SBCA Booth: Drive-a-Nail & 50/50 Raffle

These two fundraisers in the SBCA booth were very successful. Staff thanked Jared, Justin, Mike, Ashley, Dallas, and John for helping with booth coverage, to Justin for providing the "stumps," and to California TrusFrame for providing the grand prize, which was donated to Operation Finally Home.

Drive-a-Nail raised \$690, 138 nails in total were driven! There were 15 one-hit wonders, with several repeats. There was agreement that the button was a very good addition to drive competition. The 50/50 Raffle in the booth raised an additional \$100; the prize money was also donated to OFH.

There was a brief discussion on what could be done to address a few safety concerns that were raised from nails flying. Another suggestion was to dip the ends of the nails in paint to provide a guide on how far they need to be driven in to set. It was suggested the activity rotate so one thing doesn't get old. It was also suggested that the game not be put in the back corner of the booth as it was more difficult to pull people into the booth.

Student Day

There were 12 total students who attended, eight from a tech school in Wausau and four from a high school in Plymouth. Justin took the high school group around and indicated it was a big success for those students. The students were very engaged and got a lot out of walking around the show floor.

Staff indicated having the local CMs in charge of their group and having the EL members involved in the initial planning.

Scholarship Fund

The current balance of the EL scholarship fund is \$10,682.61. The application deadline was extended to November 30 and six entries were submitted. The initial idea was the awarded funds would be used to defray the costs associated with attending an SBCA OQM meeting. It was assumed that the cost of attending (flights, hotel rooms and food) would be between \$1,200 to \$1,500 and any fund recipients would be required to submit their receipts. Since the hotel rooms and the meals are known costs, it really comes down to covering flights.

It was suggested to have two people receive scholarships to attend two meetings (so \$2400-\$3000 per person). Dallas suggested that anyone who applied this year and doesn't win should be notified they will be kept in the pool and reconsidered next year.

Subcommittee members: Jason Walsh, Jared Dix, Jason Hikel and Jason Ward. Staff will send the six applications to the subcommittee members to review. Each member will be assigned someone to call and talk with them and their supervisors, and then a teleconference will be held for the subcommittee to discuss next steps. It was suggested that applicants should be interviewed over the phone to get a sense for their personalities.

Truss Building Kit Initiative

Jason Hikel said the kit was showcased in the SBCA booth and that did a good job to introduce the concept. Jason indicated he was looking to find a local school to build another kit and allow him to capture video and photos of the whole construction process. The kit is featured in the December issue of *SBC Magazine*.

Old Business

No old business.

New Business

No old business.

Adjourn

The meeting adjourned at 1:49 pm.

/ss

EMERGING LEADERS COMMITTEE TELECONFERENCE MINUTES

Thursday, January 31, 2019

Committee Purpose

To give the next generation of leaders in the structural building components industry and in SBCA an opportunity to meet one another, build lasting relationships, learn from others who will share their experiences and gain a greater depth of knowledge of the industry and its trade association. The intent is to provide sustainability, growth and enthusiasm for member companies and the association.

Call to Order

Steve Stroder brought the meeting to order at 12:01 pm and thanked everyone for attending.

Attendance

Steve Stroder (Chair), Dallas Austin, Greg Dahlstrom, Jared Dix, Joe Halteman, Jason Hikel, John Holland, Darryl Hooper, Michael Kozlowski, Ashley Stroder, Bryan Sylvester, Jason Walsh, Jason Ward, Scott Ward, Travis White, Mindy Caldwell, Jill Zimmerman

Scholarship Winners

The group discussed the scholarship winners' attendance at the upcoming San Diego OQM. An [announcement](#) on the winners went out in Industry News. Both Shawnee Gunnett and Kyle May will be attending the San Diego meeting. Jason Hikel and Jared Dix have offered to mentor them for the first meeting. Everyone was encouraged to interact with them both at the meeting and throughout the year. Steve Stroder encouraged everyone to give the scholarship winners advice on what to attend and how to get involved in the association. Mindy will send a calendar appointment to the Emerging Leaders Committee for a happy hour at the Tangier Bar in the Bahia Resort from 5-6pm on Tuesday, February 26 during the OQM.

Growing the Committee

Steve gave a brief overview of the new applicants for the committee. Justin Groom and Dustin Johnson each have a call scheduled with Steve Stroder and Greg Griggs. This is the final step for the application process. If the calls go well and their sponsor is on board with their participation, we will welcome them onto the committee. Don Groom is Justin's mentor and Scott Ward has agreed to be Dustin's mentor.

Brad Unruh is another possible candidate to join the Emerging Leaders Committee. Jason Ward has talked to him but Brad will not be able to get involved until the second half of 2019. The group agreed Mindy should reach out to schedule a call with him, Greg Griggs and Steve Stroder after the OQM.

Zach Beebe is also a candidate to join the committee. He has some scheduling issues as well. Staff will continue to talk to Zach about timing.

Josh Dermer has been coming to the OQMs consistently. Mindy has reached out to Jack Dermer and will continue to pursue him as a potential committee member.

The committee will have 17 members after Justin and Dustin's interviews have been conducted. The group agreed this was a good number and we should continue to grow the committee with quality individuals.

Dallas asked what the process for an application is and how it gets approved. The applicant needs to fill out the online application. Staff schedules a call with the SBCA President and Chair of the Emerging Leaders Committee. During this call, they get to know the applicant better, find out their interests and see if they would be a good fit. As long as the call goes well and their sponsor has been vetted, the candidate is approved. There was a brief discussion regarding following up with the scholarship winners to see if they would be interested in joining. The group decided to wait on this until after the OQM.

EL Participation in Other SBCA Committees

The group discussed EL members joining the other SBCA Committees as they have been encouraged to get involved with the committees that interested them. Both Jason Ward and Greg Dahlstrom encouraged the participants to join the committees they each chair. Greg also mentioned how they could get involved in the BCMC seminars.

2019 Committee Priorities Overview/Brainstorming to inform agenda for San Diego OQM

Staff asked the members to review the potential agenda items for the OQM meeting. They were encouraged to bring ideas to San Diego for discussion. The goal of the San Diego meeting is to come with new ideas to move our initiatives forward and how to raise further funds for future scholarships.

Dallas mentioned putting the Best Way to Frame on the agenda in order to brainstorm ideas on how to improve the site and market it to the industry. Jason Hikel suggested Shawnee might be a good fit for this.

Jason Walsh mentioned an article he saw on LinkedIn. The article showcased a high school in Virginia that recognized students who had chosen jobs instead of going to college. The event was modeled after an athletic signing event. Jared offered to contact the school to learn more about the event. The article will be posted to the EL Slack channel.

There was a brief review of the Slack channel.

A discussion was held on leadership training for this committee after the OQM. Jason Ward volunteered to present. The event would be an in-person activity in a central location and should include both leadership and team building activities. Jason Hikel invited everyone to a fishing trip after the Dallas OQM.

Old Business

There was no old business.

New Business

There was no new business.

Adjourn

Steve Stroder motioned to adjourn the meeting at 12:46. Jason Hikel seconded the motion. The meeting adjourned.

/jz

BOARD MEETING AGENDA

Thursday, February 28, 2019

8 – 11 am

Bahia Resort Hotel
Del Mar Meeting Room
San Diego, California

Background

1. SBCA Mission Statement (**APPENDIX A**)
2. Antitrust Law & Conflict of Interest Policies (**APPENDIX B**)
3. Actions of a Committee Requiring a Motion (**APPENDIX C**)
4. SBCA Structure (**APPENDIX D**)
5. Roles and Responsibilities of SBCA Committees (**APPENDIX E**)
6. Responsibilities of SBCA's Board of Directors (**APPENDIX F**)
7. *SBC Magazine* Advertisers (**APPENDIX G**)
8. Industry News Articles Written by Staff (**APPENDIX H**)

Meeting Agenda

1. **Call to Order** – Greg Griggs 8:00 am
 - a. **Introductions, Sign-in Sheet, Opening Remarks and Recognition of Meeting Sponsors** – Greg Griggs
 - b. **Review and Approve Minutes of October 2018 (EXHIBIT 1)** – Greg Griggs
 - c. **Review Agenda: Changes Needed or Additional Industry Issues/Discussion Topics to Add?** – Greg Griggs
 - d. **2019 OQM Schedule**
 - i. **June 4-6:** Hilton Fort Worth in Fort Worth, TX
 - ii. **August 6-8:** Hyatt Regency Savannah in Savannah, GA
 - iii. **October 22-25:** BCMC & Board Meeting in Columbus, OH
2. **Treasurer's Report** – Mike Ruede 8:05 am
 - a. Budget Critical Management
 - i. 2018 Year-End Financials/Operations Report
 - ii. 2019 Budget for review/approval
 - iii. 2019 Year-to-Date Financials/Operations Report
 - b. Treasurer Financial Policy Recommendations (if any)
 - c. Staff's Management Recommendations (if any)
 - d. Approve Treasurer's Report
3. **BCMC Report** – Scott McDonald 8:25 am

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| 4. SBC Magazine Update – Staff | 8:35 am |
| 5. Roundtable on Current Industry Topics – Greg Griggs and Staff | 8:40 am |
| a. Reaffirmation of SBCA’s Design Software Policy | |
| 6. Industry Supplier Updates | 9:35 am |
| a. Thoughts from attendees representing truss plate, connector and cold-formed steel supplying industries | |
| i. Alpine & Alpine/TrusSteel | |
| ii. Eagle Metal | |
| iii. MiTek, MiTek/Aegis & USP | |
| iv. Simpson Strong-Tie | |
| b. TPI Update – Michael Schwitter & Mike Cassidy | |
| c. Thoughts from attendees representing lumber and EWP supplying industries | |
| d. Input from other suppliers in attendance | |
| e. Raw material supply chain issues or trends affecting component manufacturers? | |
| 7. Committee Updates | 9:50 am |
| a. Advocacy (Staff for Rick Parrino) | |
| b. Emerging Leaders (Steve Stroder) | |
| c. Executive (Greg Griggs) | |
| d. IT (Staff for Greg Dahlstrom) | |
| e. Management (Staff for Jeff Taake) | |
| f. Marketing (Greg Griggs) | |
| g. Membership (Gene Frogale) | |
| h. QC (Scott Ward) | |
| i. Safety (Jason Ward) | |
| 8. National Framers Council Update – Ken Shifflett | 10:30 am |
| 9. Update on SBCA Capital Area/ OFH Culpepper Build – Gene Frogale | 10:40 am |
| 10. Old Business – Greg Griggs | 10:50 am |
| 11. New Business – Greg Griggs | 10:55 am |
| 12. Adjournment – Greg Griggs | 11:00 am |

BOARD MEETING MINUTES

Friday, October 26, 2018
Milwaukee, WI

Opening Remarks

Greg Griggs opened the meeting at 8:01 am. Introductions were made around the room and the SBCA Antitrust Statement was circulated and signed by all meeting attendees, thereby acknowledging the SBCA antitrust policies in effect. Greg thanked Jim Finkenhoefer for his service to the association and his leadership over the past year as president. Greg then thanked the exhibitors and attendees for making the show great.

Attendance

Board Members in Attendance: Dallas Austin, John Branstetter, April Burt, Jack Dermer, Larry Dix, Barry Dixon, Jim Finkenhoefer, Gene Frogale, Howard Gauger, Greg Griggs, Roger Helgeson, Josh Hendrickson, Jason Hikel, Joe Hikel, Jess Lohse, Joseph Maez, Tim Noonan, Rick Parrino, Justin Richardson, Mike Ruede, Michael Schwitter, Steve Shrader, Jeff Smith, Steve Strom, Jeff Taake, Scott Ward, Jason Ward, Javan Yoder

Other CMs in Attendance: Keith Azlin, Megan Backus, Greg Dahlstrom, Shaun Davis, Jim Defnall, Jared Dix, Alan Esch, David Estep, Mike Farr, Shawnee Gunnnett, James Holland, John Holland, Darryl Hooper, Paul Johnson, Devon Killarney, Rhonda Leppert, BJ Louws, Tim Magnusen, Gary Schrock, Ashley Stroder, Bryan Sylvester, Scott Wagner, Jason Walsh, Luke Wiesen, Travis White, Kevin Witt

Other Suppliers in Attendance: Mike Cassidy, John Galinski, Joe Halteman, Ben Hershey, Mike Johnson, Kevin Kraft, Matti Lehtipuu, Scott McDonald, Scott Miller, Carlin Mueller, Esko Nenola, Rudy Pierce, Ed Robbins, Mike Ruede, Jr., Sami Sjoblom

Legal Counsel: Kent Pagel

SBCA Staff: Molly Butz, Mindy Caldwell, Kirk Grundahl, Suzi Grundahl, TJ Jerke, Trish Kutz, Evan Protexter, Sean Shields, Jim Vogt, Jill Zimmerman

Past Meeting Minutes

Motion to approve the Board meeting minutes from August 2018. Motion by Joe Hikel. Second by Scott Ward. Motion passed unanimously.

2019 OQM Schedule

The group reviewed the OQM schedule for 2019. The meetings next year will be held in San Diego, CA; Fort Worth, TX; Savannah, GA; and Columbus, OH.

Nominating Committee

Motion to approve the Nominating Committee's recommendation to elect Howard Gauger with Carpenter Contractors of America to the Board as a representative for the Illinois Chapter. Motion by Jim Finkenhoefer. Second by Gene Frogale. Motion passed unanimously.

Treasurer's Report

Mike Ruede and staff provided the Board with an overview of the SBCA year-to-date profit and loss statement and budget projections for the year.

**Motion to approve the Treasurer's Report. Motion by Barry Dixon. Second by Scott Ward.
Motion passed unanimously.**

BCMC Update

Scott McDonald reported there were 829 CM individuals in attendance at this year's show. Overall, attendance was better than last year and we sold 10,000 square feet more in exhibit space.

SBC Magazine Update

Staff thanked program advertisers for their loyalty and indicated their support has allowed the magazine to continue to grow. Staff encouraged everyone to submit photos and illustrations from projects they are working on.

Industry Supplier Updates

Truss Plate Manufacturers

On behalf of Alpine/ITW, Kevin Kraft shared that steel prices continue to stay high and all the plate suppliers have sent price increase letters out. There is a significant transportation logistics challenge currently that will lead to even higher prices.

On behalf of MiTek, Scott Miller agreed with Kevin's report on steel. He also mentioned they are struggling to find labor to work in their manufacturing and stamping facilities.

On behalf of Simpson, April Burt agreed with both Kevin and Scott on their challenges.

TPI

Mike Cassidy, TPI's Executive Director, reported the board has met several times recently. Mike indicated that TPI is looking to expand its membership beyond just the five plate suppliers and become more of a holistic supplier organization. They are also looking to tackle a number of initiatives that are all posted on TPI's website.

Lumber

John Branstetter said lumber prices are currently seeking a bottom and predicted further reductions before a more level market price is determined.

There was a brief discussion on lumber supply and demand and how this year's movement in lumber prices does not seem to be tracking well with demand. There was general frustration over the quick changes in lumber prices and how hard it is to manage customer contract pricing with this level of lumber price volatility.

Committee Updates

Advocacy (Rick Parrino)

Rick said they've focused on pulling together materials to help CMs give effective plant tours, which can be found on a new webpage (sbcindustry.com/plant-tours).

Emerging Leaders (Jason Ward for Steve Stroder)

Jason said they raised almost \$3000 in cash from events at BCMC for the EL Scholarship Fund. Attendance at Casino Night was much higher. Carl Schoening and Greg Griggs won the two cash awards in the SBCA Booth and donated them to Operation Finally Home.

E&T (Kirk Grundahl for Bob Dayhoff)

Kirk reported staff is currently focused on working with NCSEA on truss bracing to ensure there is clarity in the marketplace on what the prescriptive requirements (non-engineered) will be in the IRC and IBC. Given the student housing floor collapses that have occurred recently, the E&T committee will need to focus on this issue.

Executive Committee (Greg Griggs)

Greg said they've been focused on issues as they arise.

IT (Greg Dahlstrom)

Greg said they are working on identifying IT best practices and sharing them with the industry through magazine articles.

Management (Jeff Taake)

Jeff said the Wage & Benefit survey should be going out next week. The webinar series has been very popular and asked members to suggest any future topics.

Marketing (Greg Griggs)

Greg reported the committee and staff have accomplished a lot this year. The promotion of bestwaytoframe.com was very strong at the BCMC show. The committee will continue to look for opportunities to create tools for CMs to promote their businesses and expand market share.

Membership (Gene Frogale)

Gene said they had added 24 new members since August. He reviewed the current recruiting strategy the committee members are using to reach out to potential members. He thanked staff for all the tools they've created to help identify all the benefits of membership. He said one of the things they are focused on is recognizing the programs and services that should be restricted to just members versus providing them for free to everyone. The goal is to create a greater incentive for non-members to join.

QC (Scott Ward)

Scott reported the digital QC work that was focused on in the SBCA booth, which generated a lot of interest. The goal is to streamline the entire QC inspection process and make it possible to conduct inspections with a mobile device. Staff asked for any additional ideas anyone had to further improve it during the development process.

Safety (Jason Ward)

Jason reported the first annual safety summit was very successful. There were over 60 attendees at the various events. He pointed out that our industry is on OSHA's radar, so it's important for CMs to focus heavily on improving the safety culture in plants.

National Framers Council Update

Staff shared that the NFC membership is growing (73 framer members, 110 skilled subcontractors, 49 sponsors, and 17 professional members) and also use of the FrameSAFE program has been steadily growing (currently there are 167 FrameSAFE subscribers). NFC held its first framer's summit at BCMC prior to the start of the show. Over 70 individuals attended and had a great time networking and sharing best practices for framers. Staff thanks Shelter Systems, Trussway and Simpson Strong-Tie for their support with this event.

Old Business

There was no old business.

New Business

Mike Ruede said he was surprised by the number of new members that were getting into the industry for the first time. He suggested to create a white paper that would reference best practices for starting a new operation.

Mike Ruede said the BCMC Committee might want to look at hosting a lumber breakout session in the future to educate CMs on the lumber industry. A good place to start may be having GP host an

event at an OQM to test its value.

Adjournment

Motion to adjourn. Motion by Mike Ruede. Second by Scott Ward. Motion passed unanimously.

The meeting adjourned at 8:46 am.

/ss

APPENDIX A

Mission Statement

What We Are...Structural Building Components Association (SBCA)

SBCA is the information conduit for our membership to stay abreast of leading-edge marketplace issues. We disseminate this information through educational seminars, membership support, SBCA chapters and our industry publications.

Our Purpose...

We provide the services our membership needs to continue expanding the market share of all structural building components by promoting the common interests of those engaged in manufacturing trusses, wall panels and related structural components to ensure growth, continuity and increased professionalism, which will strengthen the structural building component manufacturing industry's influence.

What We Do...

- SBCA formulates policy that protects and advances the interests of its members by initiating and carrying out projects that address membership concerns and promote industry marketplace interests.
- SBCA acts as the voice of the structural building components industry to legislative, regulatory and standards-generating agencies.
- SBCA provides membership services, including addressing technical questions, serving members through the creation of various products and publications, and providing support to each SBCA committee.
- SBCA supports each of its chapters to enable our industry to put a human face on the structural building components industry.
- SBCA supports research, development and testing of structural building components - trusses, wall panels, and related structural components - to root the industry in sound engineering and improve the quality, efficiency and cost-effectiveness of our products, for the purpose of achieving greater product acceptance.

For Whom...

All structural building component businesses, material and equipment suppliers, and industry professionals.

Why...

SBCA desires to promote the consistent, safe, economic, and structurally sound design, construction and use of structural building components, thereby increasing their market penetration.

- By successfully implementing its policies and serving the needs of its membership, SBCA will have the potential to make a significant difference on behalf of the entire structural building components industry.

APPENDIX B

Antitrust Law Policy

Throughout its history, SBCA has complied with the antitrust laws and is not subject to any consent decree, cease and desist order, or any other mandate or prohibition of any agency of government or any court with respect to the antitrust laws.

In order to assure continued compliance with both the letter and the spirit of the antitrust laws, participants in SBCA and the local chapters are reminded of the following important policy:

Although the antitrust laws do not preclude members of the SBCA from lawfully engaging in a great variety of collective activities, the antitrust laws do encompass certain conduct which is prohibited because it is unreasonable per se. The prime example is, of course, agreement with regard to price. Any conduct by competitors which has the purpose or effect of either raising, depressing, fixing, pegging, or stabilizing the price of a product or service is unlawful. Also, concerted action which may affect a price, including matters relating to production, terms and conditions of sale, the distribution of a product or the division of markets, is likewise prohibited by the antitrust laws.

Either an explicit or tacit understanding between competitors that could affect the price of products or operate to impede free and open competition is forbidden. In order to prove any such unlawful activity, it is not necessary that there be evidence of a formal agreement or understanding more often than not, such proof is circumstantial and a violation of the antitrust laws may be found because of a course of dealing between competitors or between members and their customers.

With regard to any SBCA meeting, there must never be **any discussion** among those attending or any formal or informal agreement of any sort, with respect to the following:

- Any price to be charged with respect to a product or service.
- Any allocation of markets or customers.
- Any coordination or cooperation with respect to bids or requests for bids.
- Terms or conditions of sale, including credit or discount terms.
- Distribution of products or services.
- Control of the production of any product or the level of production.
- Profit levels or profit margins.
- The basis for arriving at any price.
- The exchange of price information with respect to any specific customer.
- Any action which would unreasonably restrain trade.

The SBCA staff is regularly advised and reminded of principles of antitrust law as they have evolved and may affect the truss industry. The staff is alert to any discussion or topic which might result in a potential restraint of trade, and should any discussion arise at a meeting which might be construed as inappropriate, the staff has been instructed to alert those present that the particular topic under discussion should not be pursued further.

Conflict of Interest and Conflict of Interest Policy

Conflict of Interest

- “A situation in which a person has a duty to more than one person or organization, but cannot do justice to the actual or potentially adverse interests of both parties. This includes when an individual's personal interests or concerns are inconsistent with the best interests of a customer, or when a public official's personal interests are contrary to his/her loyalty to public business.”
- SBCA members are obligated to advise, in advance of any situation that might involve or appear to involve a conflict of interest, that they may be participating in activities where their duty to their company is in conflict with the policies of SBCA and the best interests of the Structural Building Component industry. By way of two examples;
 - A conflict of interest could exist if an engineer or company performing engineering services used truss design software (that was licensed to them through or by a component manufacturer) directly on behalf of a builder or general contractor to design trusses (for component manufacturers to then bid on) for a project or projects being constructed by such builder or general contractor—all of which would be in violation of the connector plate company's software license agreement and in contravention with SBCA's long standing truss design software policy.
 - A conflict of interest could exist if a company, working within industry committees, industry ANSI standards, task groups, etc., advocates for changes in policy, procedures, standards, engineering equations, testing, etc., where those changes lead to greater use of the products or services that said company provides.

APPENDIX C

ACTIONS OF A COMMITTEE REQUIRING A MOTION

POLICIES AND RESOLUTIONS

Questions that come up are: (1) what is a policy; (2) what is a resolution; (3) how are policies and resolutions different, and (4) what committee action requires a motion (which is a motion of the committee and if approved, is then submitted to the Board).

Policies:

The term "Policies" are not intended to be tightly defined, but instead to be highly flexible. They are usually a course or method of action selected by one of the committees and then approved by the Board. They help guide present and future decisions which in turn help to carry out a particular course of action. The goal through adopting policies is to establish a coherent set of decisions with a common long term objective affecting or relevant to the structural building component manufacturing industry.

An example of a policy is the "Component Design Software Products" policy that was first approved by the Component Manufacturers Roundtable, a SBCA Committee, in July of 2002. This policy was also approved by the Board. Since then it has been reviewed and reaffirmed by the Board in both 2012 and 2014.

The policy reads:

The construction industry is not best served, and the component manufacturing industry will be harmed, if Software Products are leased to, sold to, licensed to or used by any person or entity that does not design, manufacture and sell components. The Software Products should therefore only be used by licensed component manufacturers for their own design, manufacturing and sale of structural components. Excluded from this policy would be any sale and design companies who sell and design components only for a particular component manufacturer under contract or any design companies who design components only for a particular component manufacturer under contract. In such cases the licenses to use the Software Products should contain appropriate restrictions.

Resolutions:

"Resolutions," as compared to policies, are a formal expression of opinion or will of a committee or the Board agreed to by a vote of such committee or Board. A resolution usually settles or resolves an issue. A resolution is a decision to do or not do something.

1. All new policies or any policy modifications should be approved by a committee by motion and submitted to the Board for consideration.
2. Any resolution should be approved by a committee by motion and submitted to the Board for consideration. Remember that resolutions are substantive-they usually resolve some issue and involve a decision to do something.
3. Resolutions are not to be confused with tasks, which are essentially a piece of work assigned to someone such as SBCA staff to undertake, and are a method to achieve the existing priorities that have been defined by the Committee. Certainly any activity of a committee which has SBCA budget or financial implications should be viewed as a resolution.

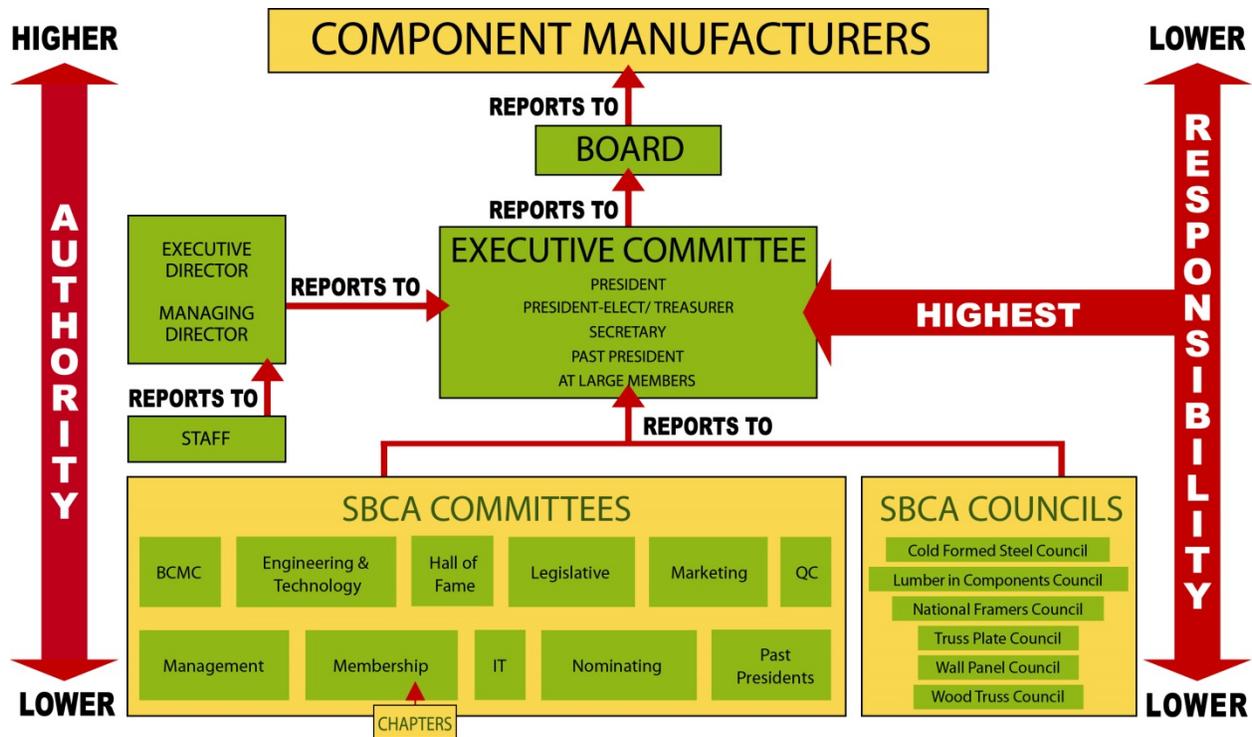
An example of a resolution is that past presidents will be offered complimentary member status upon retirement, which resolution was approved by the Executive Committee in March, 2002. The resolution was also approved by the Board.

The resolution reads:

Committee: Executive

Upon retirement from the industry, or upon ceasing to be in the employ of a member company, the past presidents will be offered a complimentary member status and a complimentary invitation to the BCMC. In addition, all past presidents shall receive emeritus member status, which shall include non-voting status and lifetime board membership status.

APPENDIX D



APPENDIX E

Roles and Responsibilities of SBCA Committees

The most important roles of every Committee include:

- Bringing ideas and focus to what goals and objectives the committee should accomplish for the year.
- Helping to develop and prioritize the tasks to be accomplished.
- From these priorities, help define an implementation strategy.
- From this strategy, help define the SBCA budget for the year.
- Assist and mentor staff in making progress on the committee strategy.

APPENDIX F

Responsibilities of SBCA's Board of Directors:

1. Personally hold and support the **VISION** of the organization.
2. Explicitly address fundamental **ORGANIZATIONAL VALUES**. (*The essence of what the organization believes, the relative importance of certain principles, what it stands for, and how it works rather than its words.*)
3. Force and view issues from an **EXTERNAL FOCUS** point of view.
4. Enable an **OUTCOME DRIVEN** organizing system.
5. Separate **LARGE ISSUES** from small.
6. Force **FORWARD THINKING**.
7. Enable **PRODUCTIVITY**. (*The Board should lead, not simply react.*)
8. Facilitate **DIVERSITY** and **UNITY**.

9. Define **RELATIONSHIPS** to relevant constituencies.
10. Define a common basis for **DISCIPLINE**. (*Sticking to the Board's responsibilities, being decisive without being impulsive and keeping discussion to the point.*)
11. Delineate the Board's **ROLE** on the **ISSUES**.
12. Determine what **INFORMATION** is needed.
13. **BALANCE** overcontrol and undercontrol. (*The Board must not spend time on the trivial but it should expect staff accountability in managing association affairs.*)
14. Use Board time **EFFICIENTLY**.

*Summarized from *Boards that Make a Difference*, John Carver (emphasis added)

SBCA Bylaws

12. DUTIES, RESPONSIBILITIES, AND ACCOUNTABILITY OF ALL DIRECTORS.

All Directors shall meet certain standards of conduct and attention to his/her responsibilities to the Association including:

- (a) Exercising due care in all dealings with the Association and its interests. This includes careful oversight of financial matters and reading of minutes and Association Policies, attention to issues that are of concern to the Association and raising questions whenever there is something that seems unclear or questionable;
- (b) Avoiding conflicts of interest, including the appearance of conflicts of interest. This includes personal conflicts of interest or conflicts with other organizations with which a Director is a member. The Association recognizes however that Directors employed by Associate Members may find themselves at times in a position where their interests are not perfectly aligned with Directors employed by Regular Members and in those instances such Directors employed by Associate Members shall clearly identify areas of potential conflict of interest prior to taking action with respect to the Association in their positions as Directors; and
- (c) Obedience to the Association's central purposes must guide all decisions. Directors must also ensure that the Association functions within all legal requirements and its own Bylaws and Association Policies.

Additionally, all Directors employed by Regular Members shall (i) Use reasonable efforts to implement Association Policies; (ii) Contribute to future Association policy formation process by offering opinions, discussion and drafts of new policies or policy modifications; (iii) Use reasonable efforts to develop and strengthen, through the Association Policies, practices, products and services, the structural building components industry; (iv) Assist in the mentoring of Association staff through providing industry knowledge; (v) Communicate with and seek the assistance and expertise of the Association and its staff regarding issues and activities locally and regionally concerning industry matters pertaining to legislation and regulation, building codes, engineering practices and requirements, education/training opportunities, industry risk issues, insurance, or the quality or fire performance of structural building components; and (vi) Report to the Association on Chapter and Chapter Incorporated Associations activities, policies, meetings and undertakings.

APPENDIX G

SBC Magazine Advertisers

Gold Program

Alpine, an ITW Company
Clark Industries, Inc.
Eagle Metal Products
Eide
HOLTEC USA Corporation
Lakeside Trailer Manufacturing, Inc.
MiTek
NWH Roof & Floor Truss Systems
Simpson Strong-Tie Co.

Silver Program

Hundegger USA, L.C.
Terminailer
Vecoplan
Wasserman & Associates, Inc.
Wescana Industries Inc.
Wood Truss Systems, Inc.

SBC Housing Starts Online Sponsorship

Wasserman & Associates, Inc. (monthly, position 1)
Position 2 is open

“On the Newstand” Online Sponsorship

Alpine (position 1)
Hundegger USA, L.C. (position 2)

SBC Industry News Online Sponsorship

Eide (48 weeks: positions 1 & 2)
Alpine (24 weeks: position 3)
Eagle Metal (24 weeks: position 3)
Position 4 is open

APPENDIX H

2019 Industry News Articles Written by Staff (as of 2/8/19)

February 5, 2019

[Parties Present Threat to Student Housing Floor Systems](#)
[Cross-Platform Initiative Aims for 'Plug and Play' Equipment](#)
[Have You Considered These Product Use Risks?](#)
[New Homes Sales Unexpectedly Spike in November](#)

January 29, 2019

[Former SBCA President Jess Lohse Joins SBCA Staff](#)
[Update on TPI's Cross-Platform Equipment Initiative](#)
[2 CMs Chosen for 2019 Emerging Leaders Scholarship](#)

['Set Your Course' for BCMC 2019 in Columbus](#)

January 22, 2019

[Big Builders Say Market "Pause" is Over!](#)

[Chart: What Builders Will Use Component Framing More?](#)

[Woodhaven's Approach to Mentoring Over 225 Officials](#)

[3-For-1: Heartland Reaches Officials, Builders & Framers](#)

January 15, 2019

[Chart: What Will Happen to the Wall Panel Market in 2019?](#)

[It's Time for CMs to Demand & Pursue Innovation](#)

January 8, 2019

[CM & Supplier Team Up to Reach 600 Students](#)

[Top 20 SBC Industry News Headlines of 2018](#)

[CM Wins Unique Christmas Truss Tree Contest](#)

[NC Students Learn Post-Frame & Truss Construction](#)

[Chart: Will Home Builders Increase Use of Trusses in 2019?](#)