

BYLAWS OF THE  
NORTH GEORGIA CODE OFFICIALS ASSOCIATION (N.G.C.O.A.)

ARTICLE I - NAME AND PURPOSE

- SECTION 1. The organization shall be known as NORTH GEORGIA CODE OFFICIALS ASSOCIATION, (N.G.C.O.A.)
- SECTION 2. The objectives of the N.G.C.O.A. shall be:
- a. To provide code related educational opportunities to members.
  - b. To provide improved services to the citizens whom we serve.
  - c. To promote uniformity of codes and enforcement.
  - d. To provide for the safety and welfare of the citizens we serve.
  - e. To promote a better understanding of code related objectives between contractors, developers and enforcement personnel.
  - f. To promote the purpose of the Southern Building Code Congress International.

ARTICLE II - MEMBERSHIP AND VOTING

- SECTION 1. There shall be the following classification of membership:

**ACTIVE MEMBERSHIP.** A building official, assistant building official, field inspector, or other municipal, state or county employee actively engaged in the administration and enforcement of building, housing, zoning and fire regulations upon payment of dues at the rate established herein for active members.

**ASSOCIATE MEMBERSHIP.** An organization, association, institute, corporation, partnership, company manufacturer, architect, engineer, builder, contractor, planner or other related group upon payment of dues at the rate established herein for associate members.

- SECTION 2. Only active members shall be entitled to vote. Any member may make or second a motion and shall be entitled to participate in all discussions and to serve on any committee.

ARTICLE III - BOARD OF DIRECTORS

- SECTION 1. The property business affairs and policies of the N.G.C.O.A. shall be under the control of a BOARD OF DIRECTORS consisting of a President, Vice President, Secretary-Treasurer and 4 members, all of whom shall be active members at the time of their election to and during their tenure in office.
- SECTION 2. The President shall preside at all meetings of the N.G.C.O.A., and at meetings of the Board of Directors. In the absence of the President, the Vice President shall preside.
- SECTION 3. The Secretary-Treasurer shall maintain files for all records of the Chapter and to act as custodian of all funds.

#### ARTICLE IV - MEETINGS

SECTION 1. Meetings shall be held Quarterly on the 3rd Wednesday of the month, (March, June, September, and December) at a place so designated.

SECTION 2. The last meeting of the calendar year shall be designated as the **ANNUAL MEETING**. At the Annual Meeting, the President shall appoint a Nominating Committee composed of three (3) Active members who shall submit to the membership present at the Annual Meeting nominations for the Board of Directors. Election shall be completed by the Annual Meeting.

#### ARTICLE V - ANNUAL FEES

SECTION 1. The Annual Fees for membership in the N.G.C.O.A. shall be \$15.00.

SECTION 2. The N.G.C.O.A. is a non-profit, non-political organization.

#### ARTICLE VI - ANNUAL AUDIT

SECTION 1. The Board of Directors shall audit the books and business affairs of the N.G.C.O.A. at the close of each year.

#### ARTICLE VII-AMENDMENTS TO CONSTITUTION

SECTION 1. Amendments to this Constitution to be considered at the Annual Meeting shall be presented in writing to the President, sixty (60) days prior to the Annual Meeting. The proposed amendments may be discussed and amended and if passed by a three-fourths majority shall be sent by letter ballot as amended on the floor to each Active member of the Chapter. Active members shall have twenty (20) days in which to cast a ballot. An affirmative vote of a majority of Active members shall constitute approval of the amendment change.

Article V - Annual Fees, Section 1- Amendment  
Effective 1/1/05

The Annual Fees for membership in the North Georgia Code Officials Association shall be \$25.00. (action taken by membership at Dec. 04 meeting).

Article III - Board of Directors- Amendment  
Effective 1/1/06

The Secretary and the Treasurer positions shall be split and shall be two separate positions that are elected annually.

The Secretary shall maintain meeting records and minutes as deemed necessary.

The Treasurer shall act as custodian of all funds.

(action taken at Dec.2005 meeting)