



Executive Board Meeting of the Southwest Washington Chapter of ICC

Thursday January 14th, 2026

MEMBERS IN ATTENDANCE:

PATRICIA THOMPSON, WESLEY BAUMGARDNER, ERIC STINSON, MICHELLE FINLEY, SUE MCNUTT-KONING

LOCATION:

Microsoft Teams Virtual Meeting

MINUTES:

1. 12:33 Meeting was called to order
2. 12:34 Jay's passing and the special inspection program. Special Inspection Classes. Flowers up to 100 dollars and a card were approved. February 6th at 2:00 there will be a service. Update website regarding Jay's passing and upcoming classes.
3. 12:37 There was interest from someone to take over Jay's classes however we will need to verify credentials. Tara Jenkins is the director of WABO and may be a good contact to check with regarding credential requirements.
4. 12:42 Andy with ICC new director at large and our local rep. ICC updates at chapter meeting next week. Michelle will send out bio and flyer.
5. 12:43 Checked in with Michelle about staying on as treasurer. She agreed to stay on for her term.
6. 12:43 Tax Situation: We need to get a business license through the state and The City of Vancouver and are actively working on that. May have to reach out to other cities to see if business licenses are required for events held in other jurisdictions. On the federal side there is some paperwork we need to finish.
7. 12:48 TAG garage conversion is almost done plumbing handout ran into technical issues due to an application update. The next TAG meeting is in Washougal.
8. 12:51 Bylaws – We had first reading at the November meeting. January chapter meeting will

be the second reading. No updates have been received from the members. Should adopt in March. Patty advised to review changes to duties for each board member.

9. 12:52 We need to do a membership drive and should bring it up at the next chapter meeting.
10. 12:53 Mikaela, the Clark County ADMIN is a photographer who can provide us photos for the website.
11. 12:56 Education – Education committee meeting tomorrow 12:30-1:30.
12. 12:58 by March we will have the opportunity to work on our annual report after we update our bylaws and updated roster.
13. 1:00 Adjourn meeting