



**BYLAWS AND NOMINATIONS COMMITTEE
MINUTES
SUMMER BOARD MEETING 2026**

Tuesday, June 23, 2026 | 3:00 – 4:25pm
Skamania Lodge | Stevenson, WA

COMMITTEE MEMBERS PRESENT

Matthew Clarkson	Ted Clifton	Bob Camp	Gary Wray	Tracy Doriot
Nikki Hinton-Duke	Kevin Russell	Kent Arola	Ryan Moore	Jay Roberts
Aaron Marvin	Rick Hjelm			

OTHERS PRESENT

Madeleine Pelson	Kimberley Martin	Debbi Boyd	Dan Garber	Brett Lott
Matt Willard	Darylene Dennon			

BIAW STAFF

Ashli Penner	Sydney Phillips	Greg Lane	Steve Hyer
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CALL TO ORDER

Meeting called to order at 3:01 p.m.

APPROVAL OF MINUTES

MOTION. To approve minutes from the Winter 2026 Board Meeting. MSP.

CANDIDATE INTERVIEWS

MOTION. To find Madeleine Pelson qualified for BIAW Secretary. MSP.

MOTION. To recommend Madeleine Pelson for BIAW Secretary. MSP.

MOTION. To find Brett Lott qualified for BIAW Third Vice President. MSP.

MOTION. To recommend Brett Lott for BIAW Third Vice President. MSP.

MOTION. Recommend Slate of 2027 incumbent candidates for a vote at FBOD26 Annual Membership Luncheon. MSP.

FIVE-YEAR POLICY BOOK REVIEW AND RECOMMENDATIONS TO EXEC. COMMITTEE

1. Hall of Fame Policy
 - a. MOTION: Re-adopt the Hall of Fame Policy. MSP.

2. Builder of the Year Award
 - a. MOTION: Re-adopt the Builder of the Year Award policy. MSP.
3. Associate of the Year Award
 - a. MOTION: Re-adopt the Associate of the Year Award policy. MSP.
4. Remodeler of the Year Award
 - a. MOTION: Re-adopt the Remodeler of the Year Award policy. MSP.
5. BIAW Excellence in Remodeling Awards Program:
 - a. MOTION: Revise language as proposed by staff. MSP.
 - b. MOTION: Revise to delete references to ROII Select and change all references to ROII. MSP.
6. General Budget Policies
 - a. MOTION: Revise language as proposed by staff. MSP.
7. Reserve Policy
 - a. MOTION: Re-adopt Reserve Policy. MSP.
8. Parkside Capital Expenditure Account Policy
 - a. MOTION: Re-adopt Parkside Capital Expenditure Account policy. MSP.
9. Non-Dues Revenue Review Policy
 - a. MOTION: Re-adopt Non-Dues Revenue Review policy. MSP.
10. Travel Reimbursement Policy
 - a. MOTION: Re-adopt Travel Reimbursement policy. MSP.
11. BIAW Scholarship Program
 - a. MOTION: Delete BIAW Scholarship Program policy. MSP.
12. Record Retention Policy
 - a. MOTION: Re-adopt Record Retention policy. MSP.
13. Evaluating Legal Assistance Requests
 - a. MOTION: Delete Evaluating Legal Assistance Requests policy. MSP.
14. BIAW Education Committee Policy
 - a. MOTION: Delete “Real Estate School” language in policy. MSP.
15. BIAW Workforce Development Program
 - a. MOTION: Re-adopt BIAW Workforce Development Program policy. MSP.
16. BIAW & Local Association Partnered Course Responsibilities
 - a. MOTION: Re-adopt BIAW & Local Association Partnered Course Responsibilities policy. MSP.
17. BIAW Education Program and Real Estate School Attendance and Registration Policies
 - a. MOTION: Delete “Real Estate School” from entire policy book. MSP.
18. BIAW Education Program - Certified Builder
 - a. MOTION: Re-adopt BIAW Education Program - Certified Builder policy. MSP.
19. Executive Officers Council
 - a. MOTION: Re-adopt Executive Officers Council policy. MSP.
20. Legislative Policy Committee
 - a. MOTION: Re-adopt Legislative Policy Committee policy. MSP.
21. Public Relations and Building Insight
 - a. MOTION: Re-adopt Public Relations and Building Insight policy. MSP.
22. Accessible Housing Council
 - a. MOTION: Delete all references to Accessible Housing Council from entire policy book. MSP.
23. BIAW Associate Advisory Council Policy Document
 - a. MOTION: Re-adopt BIAW Associate Advisory Council Policy Document policy. MSP.
24. Long Range Planning Committee
 - a. MOTION: Delete Long Range Planning Committee policy. MSP.
25. Local Association Presidents Council

- a. MOTION: Re-adopt Local Association Presidents Council policy. MSP.
- 26. BIAW Membership Committee
 - a. MOTION: Re-adopt membership committee policy. MSP.
- 27. BIAW Remodelers
 - a. MOTION: Re-adopt BIAW Remodelers policy. MSP.
- 28. BIAW Professional Women in Building (PWB) Council
 - a. MOTION: Re-adopt PWB Council policy. MSP.
 - b. MOTION: Revise policy to add awards language in PWB Council policy. MSP.
- 29. Committee Attendance Policy
 - a. MOTION: Re-adopt Committee Attendance policy. MSP.
- 30. Open/Closed Meeting Policy
 - a. MOTION: Re-adopt open/closed meeting policy. MSP.
- 31. Meetings of the Board of Directors
 - a. MOTION: Revise policy language to add “via email and.” MSP.
 - b. MOTION: Revise language as proposed by staff. MSP.
- 32. BIAW/NAHB Officer Nominations
 - a. MOTION: Re-adopt BIAW/NAHB Officer Nominations policy. MSP.
- 33. Criteria for BIAW President
 - a. MOTION: Re-adopt criteria for BIAW President. MSP.
- 34. Criteria for BIAW 1st Vice President/Treasurer
 - a. MOTION: Re-adopt criteria for BIAW 1st Vice President/Treasurer. MSP.
- 35. Criteria for BIAW 2nd Vice President
 - a. MOTION: Re-adopt criteria for BIAW 2nd Vice President. MSP.
- 36. Criteria for BIAW 3rd Vice President
 - a. MOTION: Re-adopt criteria for BIAW 3rd Vice President. MSP.
- 37. Criteria for BIAW Secretary
 - a. MOTION: Revise language as proposed by staff and Past 2nd VPs. MSP.
- 38. Nomination and Election of MSC Directors
 - a. MOTION: Revise language as proposed by staff. MSP.
- 39. MSC Director Nominee Information Sheet
 - a. MOTION: Re-adopt MSC Director Nominee Information Sheet policy. MSP.
- 40. BIAW/NAHB Officer Vacancies
 - a. MOTION: Re-adopt BIAW/NAHB Officer Vacancies policy. MSP.
- 41. Installation of Elected Officers
 - a. MOTION: Re-adopt Installation of Elected Officers policy. MSP.
- 42. NAHB Officer Endorsement
 - a. MOTION: Re-adopt NAHB Officer Endorsement policy. MSP.
- 43. Conflict of Interest Policy
 - a. MOTION: Re-adopt Conflict of Interest Policy. MSP.
- 44. Annual Conflict of Interest Questionnaire for Directors (Other than Senior Officers)
 - a. MOTION: Re-adopt Annual Conflict of Interest Questionnaire for Directors (Other than Senior Officers) policy. MSP.
- 45. Annual Conflict of Interest Questionnaire for Senior Officers and Covered Employees
 - a. MOTION: Re-adopt Annual Conflict of Interest Questionnaire for Senior Officers and Covered Employees policy. MSP.
- 46. NAHB Participation Policy
 - a. MOTION: Revise language as proposed by staff. MSP.
- 47. BIAW Anti-Harassment Policy

- a. MOTION: Re-adopt BIAW Anti-Harassment policy. MSP.
- 48. Acknowledgement of BIAW'S Anti-Harassment Policy
 - a. MOTION: Re-adopt Acknowledgement of BIAW's Anti-Harassment policy. MSP.
- 49. State Representative to NAHB Policy
 - a. MOTION: Re-adopt State Representative to NAHB Policy. MSP.
- 50. BUILD-PAC Trustees and Committee
 - a. MOTION: Revise language as proposed by staff. MSP.
- 51. Whistleblower Policy
 - a. MOTION: Re-adopt Whistleblower Policy. MSP.
- 52. National Area Chairman Job Description
 - a. MOTION: Re-adopt National Area Chairman Job Description policy. MSP.
- 53. National Area 15 Chair Travel Policy
 - a. MOTION: Re-adopt National Area 15 Chair Travel Policy. MSP.

BYLAW AMENDMENT

MOTION. Remove “achieved life spike status” from criteria for BIAW Secretary. MSP.

EXECUTIVE SESSION

NEW BUSINESS

OLD BUSINESS

ADJOURNMENT

Meeting adjourned at 4:56 pm.