

Codes Committee Member Responsibilities

Committee Chair Duties:

1. To set meeting times, dates, agendas.
2. To direct issues to an appropriate sub-committee and/or task force for further study as required.
3. To engage a committee secretary to produce meeting minutes, for distribution through the BOMA office to committee members.
4. To report on committee activities through association articles, website, social media, or other means of communication.
5. To periodically report to the BOMA Board of Directors, and at general membership meetings, on specific policy issues of concern to commercial property owners and managers and notable committee activities.

Committee Member Duties:

1. To review local and state legislation, codes and regulations that might impact the commercial real estate industry.
2. To be a resource to help influence and modify legislation, codes and regulations that could impact members' properties or companies.
3. To identify and recruit appropriate people with specific and relevant knowledge about legislation currently under discussion by policymakers who would be willing to provide written and/or oral testimony on such legislation to public officials in public hearings or other venues as necessary.
4. To be personally available to assist BOMA in private and public meetings with public officials to address legislative or regulatory issues.
5. To be able to attend a majority of the committee's meetings during the year.
6. To identify and recruit political and legislative leaders to speak at Association meetings.
7. To prioritize attending local, state and regional meetings, as well as BOMA International's Winter Business Meeting and Annual Conference.
8. To coordinate codes/standards activities with BOMA International's Advocacy, Codes and Standards Division, and participate in BOMA International's Building Codes and Voluntary Standards Committee.