

# MINUTES

**Virginia Plumbing & Mechanical Inspectors Association**  
General Membership Meeting #1  
Graves Mountain Lodge  
July 22, 2016

President Grace called the meeting to order at 8:00 a.m.

**In attendance:**

Anthony McMahan, Bill Mercer, Bob Adkins, Chett Reynolds, Chris Martin, Cindy Davis, David Beahm, Dennis Martinelli, Donald Buckland, Donnie Foster, Edward Armel, Ellis McKinney, Geary Showman, Ginger Tyler, Greg Thrash, James Anjam, Jay Otto, Jesse Beavon, John Seay, Johnny Vannoy, Kent Tamkin, Kevin Burcher, Laura Simons, Louis Beck, Mark Fleet, Michael Derrow Mrs. Hines, Randy Bowman, Randy Pearce, Raymond Dietzel, Rich Cornell, Richard Grace, Rick Witt, Ron Craddock, Ryan Anderson, Skip Harper, Stephen Borders, Stephen Reynolds, Thomas Clark, Thomas DeCauter, Tim Garner, Tom Marple, Tony Wilkerson, Vernon Poff, Vic Hines, Wayne Kushner, Wes Smith, William Miller

Meeting was started with the Pledge of Allegiance  
Quorum was established  
Agenda items were approved, unchanged

**Report of Officers:**

**Secretary:** Approval of General membership meeting minutes from the 2016 SOI in Virginia Beach. Motion was passed to approve the minutes.

**Treasurer:** See attached. Members ask if the account could get higher interest rate. President Grace asked Tom Clark to check if higher interest account is possible. President Grace also ask to insure our tax exempt status does not get effected. Report was approved by the membership.

**Executive Secretary:** See attached for the member list and new member applications. President Grace announced the appointment of our new Executive secretary "Christopher Martin". It was announced that Shawn Strasburg has accepted a job in state of Pennsylvania but would like to maintain his membership as active member of VPMIA. President Grace checked the bylaw and since Shawn is still a governmental member he can maintain his active membership. Report was approved by the membership.

**Ex-Officio Committees:**

**ICC:** Richard Witt, Icc annual meeting coming up Oct 16-18 in Kansas City and public hearing on Oct 19-25. He encouraged everyone to attend ICC KC conference.

**ICC Region VII:** Richard Witt, Next meeting will be on Oct. 6-7 and they looked at public comments from ICC hearings and take position on various code changes. Also, they will be interviewing all potential candidates for ICC Board. There are two candidates from our region Bill Bryant running for Secretary Treasurer of the ICC Board of Directors. Also Cindy Davis running for the ICC Board of Directors. They plan to interview in person or Skype.

**DHCD:** Cindy Davis introduce new staff Steve Reynolds in DHCD code academy. The staff working on Virginia Rehabilitation Code. This code is mandated for all the existing buildings. She encourage everyone to attend the training class offered by code academy. She also announce that Steven is working on asbestos online class and encourage members to take the online class when available. Tracy Fitzgerald is the leaving DHCD as code academy training coordinator. She said the DHCD CDP access is going well and the code changes are ready for public comments. The ICC Richmond conference is committee is on the way. She ask for volunteer to help with Richmond conference activities. She encourage any women in our organization to join the newly formed Women in Code Enforcement.

**DPOR:** See report from Michael Redifer.

Skip Harper announce that DPOR has approved VPMIA ICC preferred provider as DPOR continuous education.

### Standing Committees:

**Advertising/Yearbook:** No report

**Auditing:** Last audit was complete in April 2016 to transfer to the new treasurer. President Grace also said the auditing cycle was changed in 2016 from December to April to correspond to our officers' installation.

**Awards:** President Grace announced our new chair for this committee Johnny Vanoy. Jonny had no report but ask for nomination from the members. He also Thanks John Seay or doing great job in past years.

**Bylaws:** No Report

**Certification/Education/Training:** Mr. Harper announce the afternoon class done Charlotte pipe and Joyce agencies in Mechanical ventilation. He ask if any of the members has idea of suggesting and class. Cindy also stated that ICC is now allowing recertification from the old certification. Check the ICC website for all the rules.

Skip is also recommended that organization purchase a laptop projector, President Grace agreed.

**Legislative:** No report

**IT/Website:** Mr. Harper new website up and running. He remind treasurer and secretary to back their computer into thumb drive. President Grace suggested to use a cloud base backup.

**Nominating:** Mr. Harper is looking for our next treasurer.

**PMG Code Change Committee:** No Report

**School of Instruction:** President Grace announced our new chair for this committee Bob Adkins and Thanks Dennis Martinelli and Wayne for job well done.

**Time and Place:** Next SOI is on April 5-7 at Richmond Airport Holliday-inn hotel. The 2017 Summer school of instruction will be in conflict with the Virginia Code Education Conference. President Grace entertain discussion at this issue at this time.

President Grace start the conversation to have summer membership meeting either at the Virginia Code Education Conference in Charlottesville or change the date of the summer membership meeting and come back to Graves. Motion was proposed and 2<sup>nd</sup> to move VPMIA summer general membership meeting to Charlottesville at same time as Virginia Code Education Conference which will be on July 24-27. Some members were concern about the cost of the conference and that it may effect ability of some of the members to attend. President Grace ask our representative James and Dustin to discuss with Virginia Code Education Conference and allow VPMIA members to attend the general membership at reduce rate. Member ask to pic one day from the conference and have general membership meeting. David Beam which represent VBCOA in VCEC said that the committee should not have any issue with VPMIA having their membership meeting at the event. Bob Atkins ask if VPMIA can subsidize the conference for the VPMIA membership meeting.

This Motion was voted and approved.

Members were concern that any detail such as cost of the daily conference and attending general membership may have to be brought back to membership meeting in April, which may be too late for July conference. A motion was proposed and 2<sup>nd</sup> that VPMIA BOD have the authority to make best decision on behalf of the membership.

This Motion was voted and approved.

Break

President Grace ask all the members to send any news, information or announcement to our webmaster Skip Harper for the benefit of all the members.

#### **Ad Hoc Committees:**

**BCAAC:** Randy Pearce, Last meeting was in May and they had two recommendation to add some classes for building official, Fire official and plan review, they also talk about changing the certification time limited requirement. Members ask if there is recommendation list, Randy didn't know. Cindy told the members that BCAAC has not decided on any recommendation.

**Building Safety Month:** No report from Bill Aldrige. Randy Pearce told members that Red Cross have provided help with their Fire Marshall office for their building safety month.

**Joint Conference:** Virginia Code Education Conference will be July 24-27. Skip ask if anyone has recommendation for the classes in the conference.

**VBCOA Liaison:** David Beam, next BOD is on July 29 and VBCOA annual conference is on Williamsburg on September 18-21. David

**Resolutions:** President Grace has ask this committee to come up with standard or suggestion for standard VPMIA document. He recommend posting the draft copy of the resolution online for members comments.

### Old Business:

**2016 Virginia Governor's Housing Conference, Nov. 16-18 in Roanoke,** President Grace ask for volunteer. Skip announce that Bill Aldrige has volunteer for this and Richard Witt also volunteer. Cindy talk about competition for the blueprint for the future design, this for accessible and affordable house design. Last year Habitat was on board and build the winning design last year. Next time they will have this competition will be in 2017 conference in Norfolk. Cindy ask if VPMIA like to participate in this competition. Cindy will get more information on the detail. There will be a team of staff that will determine the winning design. She will be looking for volunteer from VPMIA.

### New Business:

President Grace said we have issue resolution for Charles Hudson. Randy said Charles had spine cancer and passed at 57 years. Several members talk about the memories with Charles and great lost to his community.

President Grace recommend from VPMIA to support Cindy Davis and William R. Bryant for the ICC board of director. Motion and 2<sup>nd</sup> was made to support Cindy and Bill. Several member spoke in favor of the motion.

This Motion was voted and approved.

President Grace ask for volunteer to step in for PMG committee chair since Shawn has resigned. He thanked Shawn for doing a great job, and offer to help the new chair.

President Grace ask for volunteer as VBCOA liaison. Skip Harper volunteer and was appointed by President Grace.

He also ask for volunteer for chair of scholarship committee for the ICC Kansas City meeting. Bob Atkins volunteer for this event only.

Skip talk about the mechanical fatteners for dryer duct for the Tom Clark's proposed change, Member discuss this change and came up with consensus to rewrite the proposed change to say no mechanical fasteners and support every 4 feet.

President Grace ask for the PMG to work on the Virginia CDP changes. The next ICC PMG work will start for 2021 code.

President Grace ask for VPMIA volunteer for the ICC Richmond conference, there are 7 committees and we like to at least one member per committee. Cindy explained the planning work that is going on with the preparation of the event. She also said that seed money was need for the committee and they ask for \$1000 from each origination.

Anthony our District 1 director is trying to clean up the email list. He ask if you are from district 1 confirm you email with him.

**Other Business:**

None

**Adjourn:11:30 a.m.**



**2016 Summer Meeting**  
**July 22nd, 2016**

**Graves Mountain Lodge Rt. 670 Syria, Va. 22743**  
**PH: 540-923-4231**

**8:00 – 11:30 General Membership Meeting**

**11:30-12:30 Lunch**

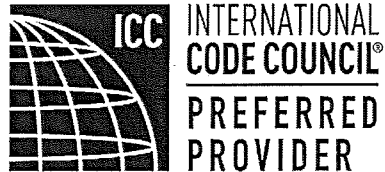
**12:30-2:00**

**Vic Hines/Cast Iron Chemistry 101**

**2:00-2:30 Break**

**2:30-4:00**

**Ryan Anderson/Mechanical Ventilation**



VPMIA BOD Meeting Agenda  
First General Membership Meeting  
Graves Mountain Lodge, Syria-July 23, 2016  
8:00AM-11:30PM

Pledge of Allegiance  
Approval of Agenda.  
Determination of Quorum.

**Reports of Officers:**

Secretary:  
Treasurer:  
Executive Secretary:

**Ex-Officio Committee Reports**

ICC:  
ICC Region VII:  
DHCD:  
DPOR:

**Standing Committees**

Advertising/Yearbook:  
Auditing:  
Awards:  
Bylaws:  
Certification/Education:  
Legislative:  
Information Technology:  
Nominating:  
Plumbing/Mechanical/Fuel Gas:  
School of Instruction:  
Time & Place:

**Ad Hoc Committees**

BCAAC  
Building Safety Month  
VCEC  
VBCOA Liaison  
Resolutions

**Old Business:**

Update - 2016 Virginia Governor's Housing Conference, Nov. 16-18 in Roanoke

**New Business:**

Charles Hudson Resolution  
ICC Candidate Support  
PMG Committee Chair and VBCOA Liaison  
Code Development Scholarships for Kansas City in October  
2018 Richmond Conference Volunteers  
Code Development Scholarships for Kansas City in October

**Other Business:**

**Adjourn**

# Virginia Plumbing and Mechanical Inspector's Association

## Fiscal Year Budget

Budget Item

	2012		2013		2014		2015		2016	
REVENUE:	Proposed	Actual	Proposed	Actual	Proposed	Actual	Proposed	Actual YTD	Proposed	Actual YTD
1 Active Membership	\$8,000	\$6,887	\$8,000	\$6,706	\$8,000	\$10,035	\$8,000	\$11,160.00	\$8,000	\$290.00
2 Associate Membership	\$1,500	\$1,190	\$1,500	\$1,724	\$1,500	\$2,240	\$1,500	\$1,040.00	\$1,500	
3 Spring SOI	\$15,000	\$14,615	\$15,000	\$7,285	\$15,000	\$13,843	\$15,000	\$14,948.62	\$15,000	
4 Graves Mountain Lodge	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,134.55	\$0	\$1,050.00
6 Promotional Items	\$1,500	\$1,890	\$1,500	\$494	\$1,500	\$210	\$1,500	\$90.00	\$1,500	
7 Contractor Training	\$1,000	\$0	\$1,000	\$0	\$1,000	\$4,450	\$1,000	\$0.00	\$1,000	
8 DHCD SCHOLARSHIP	\$10,000	\$8,500	\$10,000	\$12,067	\$10,000	\$24,100	\$10,000	\$16,000.00	\$10,000	
9 Year Book Ads	\$3,000	\$3,007	\$3,000	\$200	\$3,000	\$3,985	\$3,000	\$2,835.00	\$3,000	\$200.00
<b>TOTAL</b>	<b>\$40,000</b>	<b>\$36,089</b>	<b>\$40,000</b>	<b>\$28,475</b>	<b>\$40,000</b>	<b>\$58,863</b>	<b>\$40,000</b>	<b>\$47,208.17</b>	<b>\$40,000</b>	<b>\$1,540.00</b>

	Proposed	Actual	Proposed	Actual	Proposed	Actual	Proposed	Actual YTD	Proposed	Actual YTD
1 Spring SOI	\$15,000	\$19,298	\$15,000	\$876	\$15,000	\$18,272.52	\$15,000	\$25,204.89	\$15,000	
2 Year Book	4,000	\$3,843	4,000	7,696	4,000	3,864	4,000	\$2,244.64	4,000	
3 Graves Mountain Lodge	\$2,000	\$1,697	\$2,000	\$1,550	\$2,000	\$1,275	\$2,000	\$1,091.13	\$2,000	
Promotional Items, Pins	\$2,000	\$5,106	\$2,000	\$387	\$2,000	\$953	\$2,000	\$328.46	\$2,000	
Plaques, Flowers, Memorials	\$1,000	\$1,206	\$1,000	\$197	\$1,000	\$897	\$1,000	\$942.96	\$1,000	
Board Meetings	\$700	\$393	\$700	\$578	\$700	\$293	\$700	\$318.52	\$700	\$73.63
Office Supplies and Postage	\$400	\$288	\$400	\$353	\$400	\$25	\$400	\$336.51	\$400	\$33.52
Contractor Training Expenses	\$0	\$0	\$0	\$0	\$0	\$894	\$0	\$0.00	\$0	
Training Materials and Books	\$500	\$0	\$500	\$0	\$500	\$0	\$500	\$188.19	\$500	
Misc.	\$150	\$178	\$150	\$447	\$150	\$255	\$150	\$0.00	\$150	
Advertisement	\$500	\$0	\$500	\$109	\$500	\$500	\$500	\$0.00	\$500	
ICC Scholarship	\$10,000	12,743	\$10,000	\$14,067	\$10,000	\$8,777	\$10,000	\$10,037.77	\$10,000	
VBCOA Lobbyist	\$1,000	\$1,000	\$1,000	\$2,000	\$1,000	\$0	\$1,000	\$1,000.00	\$1,000	
Contribution to other organizations	\$0	\$0	\$0	\$4,010	\$0	\$1,100	\$0	\$2,000.00	\$0	
Treasurer's Bond	\$0	\$0	\$0	\$0	\$0	\$234	\$0	\$233.89	\$0	\$233.89
State Corp. Comm.	\$25	\$25	\$25	\$32	\$25	\$25	\$25	\$25.00	\$25	\$25.00
President's Discretion	\$500	\$48	\$500	\$224	\$500	\$0	\$500	\$0.00	\$500	
Executive Secretary	\$500	\$154	\$500	\$0	\$500	\$0	\$500	\$0.00	\$500	
Web Master	\$250	\$252	\$250	\$1,130	\$250	\$80	\$250	\$1,199.64	\$250	\$49.95
Ladies Auxiliary	\$500	\$0	\$500	\$500	\$500	\$500	\$500	\$0.00	\$500	
Bank Services	\$0	\$16	\$0	\$32	\$0	\$44	\$0	\$12.00	\$0	\$84.24
ICC Region VII and provider progra	\$500	\$200	\$500	\$100	\$500	\$300	\$500	\$300.00	\$500	
Lap-Top and Programs		\$789				0		\$375.90		
IRS payment								\$3,615.00		\$1,281.02
CPA services								\$2,350.00		\$45.00
PMG Meetings - Lunch										\$75.95
<b>TOTAL</b>	<b>\$39,525</b>	<b>\$47,234</b>	<b>\$39,525</b>	<b>\$34,288</b>	<b>\$39,525</b>	<b>\$38,286</b>	<b>\$39,525</b>	<b>\$51,804.50</b>	<b>\$39,525</b>	<b>\$1,902.20</b>





Small Business Online Banking

## Account Details

Checking 7210 / \$32,577.90



As of Jul 20, 2016

Available Balance \$32,577.90

[Manage My Alerts](#)

[Buy QuickBooks](#)

Posted Balance: \$32,477.90

Interest Paid (YTD): N/A

Interest Rate: N/A

Routing Number: \*\*\*\*\*4260 [show](#)

Account Number: \*\*\*\*\*7210 [show](#)



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### Transaction Details

<u>Date</u>	<u>Type</u>	<u>Check #</u>	<u>Description</u>	<u>Debit (-)</u>	<u>Credit (+)</u>	<u>Daily Posted Balance<sup>1</sup></u>
Pending 07/20/2016	Credit		CHECK CREDIT		\$100.00	
07/07/2016	Deposit		DEPOSIT <a href="#">View</a>		\$1,050.00	\$32,477.90
07/06/2016	Check	<a href="#">1546</a>	CHECK #1546 <a href="#">View</a>	\$233.89		\$31,427.90
06/30/2016	Deposit		DEPOSIT <a href="#">View</a>		\$40.00	\$31,661.79

Your [Pending Transactions](#) and Available Balance will be adjusted during our nightly processing cycle as activity is posted to your account.

Transactions are paid from your Available Balance at the time of posting consistent with payment guidelines in your [Bank Service Agreement](#).

<sup>1</sup>Daily Posted Balance: The posted balance after nightly processing is completed. Please note that transactions are paid from your Available Balance consistent with our payment guidelines, and that the Available Balance may be different than your Daily Posted Balance. Important: The Daily Posted Balance does not reflect all pending transactions and fees and should not be used to determine how overdraft fees were assessed.

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# TRANSACTION RECEIPT

All items are credited subject to payment.



0000020504  
05/12/2016  
Paid Amount  
\$200.00

Location/Date/Transaction #	Amount
2060511 051233 005 00114 13:01 07/20/16 #XXXXXXXXXXXX7210 DUPLICATE DEPOSIT	200.00

Member FDIC

**DEPOSITS SUBJECT TO VERIFICATION AND MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL.**

\$200.00

C002800186  
Rev. 04/01/13



446-05-01-00 50308 0 C 001 30 S 66 002  
VIRGINIA PLUMBING & MECHANICAL INSP ASSN  
719 PAYTON DR  
FREDERICKSBURG VA 22405-2249

## Your consolidated statement

For 06/30/2016

## Contact us



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### Earn Up To \$400 Refer Other Businesses!

From now through June 30, 2016, BB&T business checking account holders who refer other businesses can earn up to **\$400** - \$100 for each newly established business checking account with BB&T (limit four). In addition, as an added bonus each business referred will also receive a \$100 deposit in their newly opened checking account\*.

To find out more, contact your local relationship manager or visit your nearest BB&T financial center for details.

\* This offer applies to clients that open a new business checking account at a participating BB&T financial center between January 1, 2016 and June 30, 2016. The new business checking account must be the first checking account in the household to be eligible for the offer. Business checking accounts opened through BBT.com or BB&T Phone24, savings accounts and personal checking accounts are not eligible. Information will be reported to the IRS as required. Referred individuals must present and submit a referral form at account opening. See your financial center for a supply of referral forms. By providing and accepting and using the coupon included in the referral form, each party acknowledges that the other party may be a client of BB&T. All measures to protect client-sensitive information and confidentiality apply. In addition, each party understands that failure to receive an account bonus means that a referred account did not meet the offer criteria and does not imply that an account application was denied.

BB&T, Member FDIC.

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## Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
BUSINESS MONEY RATE SAVINGS	0000151776736	15,003.83	<a href="#">page 1</a>
COMMUNITY CHECKING	0005139037210	31,661.79	<a href="#">page 2</a>
Total checking and money market savings accounts		\$46,665.62	



### Checking and money market savings accounts

#### ■ BUSINESS MONEY RATE SAVINGS 0000151776736

##### Account summary

Your previous balance as of 05/31/2016	\$15,003.46
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.37
Your new balance as of 06/30/2016	= \$15,003.83

##### Interest summary

Interest paid this statement period	\$0.37
2016 interest paid year-to-date	\$1.93
Interest rate	0.03%
Annual percentage yield (APY) earned	0.03%

##### Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
06/30	INTEREST PAYMENT	0.37
Total deposits, credits and interest		= \$0.37

■ COMMUNITY CHECKING 0005139037210

**Account summary**

Your previous balance as of 05/31/2016	\$31,691.99
Checks	- 150.20
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 120.00
Your new balance as of 06/30/2016	= \$31,661.79

**Checks**

DATE	CHECK #	AMOUNT(\$)
06/06	1544	100.84
06/07	1543	49.36
Total checks		= \$ 150.20

**Deposits, credits and interest**

DATE	DESCRIPTION	AMOUNT(\$)
06/14	DEPOSIT	80.00
06/30	DEPOSIT	40.00
Total deposits, credits and interest		= \$120.00



## Questions, comments or errors?

Member FDIC

For general questions/comments or to report errors about your statement or account, please call BB&T Phone24 at 1-800-BANK BBT (1-800-226-5228) 24 hours a day, 7 days a week. BB&T Phone24 Client Service Associates are available to assist you from 6 a.m. until midnight ET. You may also contact your local BB&T financial center. To locate a BB&T financial center in your area, please visit BBT.com.

### Electronic fund transfers

In case of errors or questions about your electronic fund transfers, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, contact us as soon as possible. You may write to us at the following address:

BB&T Liability Risk Management  
P.O. Box 996  
Wilson, NC 27894-0996

You may also call BB&T Phone24 at 1-800-BANK BBT or visit your local BB&T financial center. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the error or problem appeared. Please provide the following information:

- Your name and account number
- Describe the error or transfer you are unsure about, and explain in detail why you believe this is an error or why you need more information
- The dollar amount of the suspected error

We will investigate your complaint/concern and promptly take corrective action. If we take more than ten (10) business days to complete our investigation, your account will be credited for the amount you think is in error, minus a maximum of \$50 if we have a reasonable basis to believe that an unauthorized electronic fund transfer has occurred. This will provide you with access to your funds during the time it takes us to complete our investigation. You may have no liability for unauthorized Check Card purchases, subject to the terms and conditions in the current BB&T Electronic Fund Transfer Agreement and Disclosures. If you have arranged for direct deposit(s) to your account, please call BB&T Phone24 at 1-800-BANK BBT to verify that a deposit has been made.

If your periodic statement shows transfers that you did not make, tell us at once. If you do not inform us within sixty (60) days after the statement was mailed to you, you may not get back any money you lost after sixty (60) days. This will occur if we can prove that we could have stopped someone from taking the money if you had informed us in time. If a good reason kept you from informing us, we will extend the time periods.

### Important information about your Constant Credit Account

Once advances are made from your Constant Credit Account, an **INTEREST CHARGE**

will automatically be imposed on the account's outstanding "Average daily balance." The **INTEREST CHARGE** is calculated by applying the "Daily periodic rate" to the "Average daily balance" of your account (including current transactions) and multiplying this figure by the number of days in the billing cycle. To get the "Average daily balance," we take the beginning account balance each day, add any new advances or debits, and subtract any payments or credits and the last unpaid **INTEREST CHARGE**. This gives us the daily balance. Then we add all of the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "Average daily balance."

### Billing rights summary

#### In case of errors or questions about your Constant Credit statement

If you think your statement is incorrect, or if you need more information about a Constant Credit transaction on your statement, please call 1-800-BANK BBT or visit your local BB&T financial center. To dispute a payment, please write to us on a separate sheet of paper at the following address:

BankCard Services Division  
P.O. Box 200  
Wilson, NC 27894-0200

We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the error or problem appeared. You may telephone us, but doing so will not preserve your rights. In your letter, please provide the following information:

- Your name and account number
- Describe the error or transfer you are unsure about, and explain in detail why you believe this is an error or why you need more information
- The dollar amount of the suspected error

During our investigation process, you are not responsible for paying any amount in question; you are, however, obligated to pay the items on your statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount in question.

### Mail-in deposits

If you wish to mail a deposit, please send a deposit ticket and check to your local BB&T financial center. Visit BBT.com to locate the BB&T financial center closest to you. Please do not send cash.

### Change of address

If you need to change your address, please visit your local BB&T financial center or call BB&T Phone24 at 1-800-BANK BBT (1-800-226-5228).

How to Reconcile Your Account		Outstanding Checks and Other Debits (Section A)			
		Date/Check #	Amount	Date/Check #	Amount
1. List the new balance of your account from your latest statement here:					
2. Record any outstanding debits (checks, check card purchases, ATM withdrawals, electronic transactions, etc.) in section A. Record the transaction date, the check number or type of debit and the debit amount. Add up all of the debits, and enter the sum here:					
3. Subtract the amount in line 2 above from the amount in line 1 above and enter the total here:					
4. Record any outstanding credits in section B. Record the transaction date, credit type and the credit amount. Add up all of the credits and enter the sum here:					
5. Add the amount in line 4 to the amount in line 3 to find your balance. Enter the sum here. This amount should match the balance in your register.		Outstanding Deposits and Other Credits (Section B)			
		Date/Type	Amount	Date/Type	Amount
For more information, please contact your local BB&T relationship manager, visit BBT.com, or contact BB&T Phone24 at 1-800-BANK BBT (1-800-226-5228).					



From: Executives Secretary's Report

Date: July 19, 2016

Reference: July 22, 2016 Graves Mountain General Membership Meeting

To; James Anjam, VPMIA Secretary

The Following is a report of Membership and 2016 Dues.

**Active Membership List**-----340  
Lifetime Members-----19  
Honorary Members-----1  
Retired Members-----3  
Retired Members Paid Dues-----2  
Members Not Paid 2015 Dues-----11  
Members Not Paid 2016 Dues-----36  
Active Members Paid 2016 Dues-----281

**Associate Membership List**-----26  
Lifetime Members-----10 (1 Honorary)  
Members Not Paid 2015 Dues-----7  
Members Not Paid 2016 Dues-----8  
Associate Members Not Paid 2016 Dues-----17

**New Active Members:**

Robert T. Hunt - Combination Building Inspector with the City of Charlottesville  
Donald White - Inspector 1 with James City County  
Brandon Dillard – Combination Inspector with Campbell County  
Gary McIver – Building Official with Campbell County

**New Associate Members:**

Laura Simmons - Charlotte Pipe & Foundry Company

PayPal account: \$408.16

**If anyone has any questions or need additional information, please feel free to contact me at work # 703-228-3854, cell # 571-220-9856, or email [cmmartin@arlingtonva.us](mailto:cmmartin@arlingtonva.us)**

Thank You

Christopher M. Martin

VPMIA Executive Secretary



