

Thank You

to our Park City OQM Sponsors

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Structural Building Components Association

Date	Time	Meeting/Event	Location	Fee
Tuesday, July 27	3-3:30p	SBCA Updates	Prospector 3-4	N/A
	3:30-5p	Emerging Leaders Session	Prospector 3-4	N/A
	6-9p	Group Dinner	Flanagan's on Main (Shuttles at 5:45, 6:00, 6:15 from hotel lobby)	\$55* for dinner
Wednesday, July 28	7:30-8:30a	Breakfast	Prospector 2	N/A
	8:30-8:45a	Kick-Off	Prospector 3-4	N/A
	8:45-10:00a	Committee Meetings (Management/Marketing)	Prospector 1 Prospector 3 & 4	N/A
	10:10-11:25a	Committee Meetings (Membership/QC)	Prospector 1 Prospector 3 & 4	N/A
	11:30a-12:15p	Lunch	Prospector 2	N/A
	12:15-1:30p	Strike Force 1-5 Update, Strike Force 6-10 Planning	Prospector 3-4	N/A
	1:30-2:30p	Financial Concepts Training Program , presented by Kendall Hoyd	Prospector 3-4	N/A
	2:30-3:30p	Strike Force Continuation	Prospector 3-4	N/A
	3:15-5p	Team Building Event	Event Patio	N/A
	6-9p	Group Dinner	Grub Steak (Walking together from hotel lobby)	\$53* for dinner
Thursday, July 29	7-8a	Breakfast	Prospector 2	N/A
	8-11a	SBCA Board Meeting All are welcome!	Prospector 3-4	N/A

*Approximate cost, does not include tax or service charge. Attendees will be invoiced after the meeting.

BOARD MEETING AGENDA

Thursday, July 29, 2021

8:00 – 11:00 am MDT

Sheraton Park City

Prospector Room 3-4

Park City, UT

Meeting Agenda

1. **Call to Order** – Mike Ruede
 - a. Opening Remarks
 - i. Introductions, Sign-in Sheet
 1. Note Online Attendees
 - ii. Anti-Trust Statement
 - iii. Conflict of Interest Policy (Appendix A)
 - iv. Recognition of Meeting Sponsors
 - b. Review and Approve Minutes of May 2021 (EXHIBIT 1)
 - c. Review Agenda: Changes Needed or Additional Industry Issues/Discussion Topics to Add?
 - d. 2021 OQM Schedule
 - i. October 5-8: BCMC & Board Meeting in Omaha, NE
 - e. 2022 OQM Schedule
 - i. Jan 25-27: New Orleans, LA (Hilton St. Charles Ave)
 - ii. May 16-18: Williamsburg, VA (Kingsmill Resort)
 - iii. July 18-20: Boston, MA (Hotel Commonwealth)
****Boston Dates Tentative****
 - iv. Sept 13-16: BCMC & Board Meeting in Columbus, OH
2. **Treasurer's Report** – Gene Frogale
 - a. Budget Critical Management
 - i. Year to Date Financials/Operations Report
 - b. Treasurer Financial Policy Recommendations (if any)
 - c. Staff's Management Recommendations (if any)
 - i. Chapter Dues Structure Review
 - d. Approve Treasurer's Report
3. **SBCA Update** – Jess Lohse
 - a. Staff Update
 - b. SBCA Publication/Document Sales
 - c. Technology Tools

- d. Marketing
 - e. Quality Assurance Program
 - f. Chapters
 - g. Membership
 - h. Publications Rebate/Dues Program
4. **Qualtim Update** – Kent Pagel
 5. **BCMC Report** – Greg Dahlstrom/Mike Kozlowski
 6. **SBCA Media Update** – Jess Lohse/Sean Shields
 - a. Current Magazine Operations
 - b. Editorial Update
 - i. Magazine
 - ii. Industry News
 - iii. Podcasts
 - iv. Webinars
 7. **SBCA Policy Review** – Jess Lohse/ Kent Pagel
 - a. Bylaw recommendations from the Governance Committee
 8. **National Framers Council Update** – Chris Tatge
 9. **Industry Supplier Updates**

Reminder to keep the updates informational in nature; please refrain from advertorial updates or content that could be seen as promoting an individual company, specifically your own.

 - a. Thoughts from attendees representing truss plate, connector, and cold-formed steel supplying industries. Please discuss key supply chain issues such as housing market, transportation, equipment, steel, and any other topics of interest to component manufacturers (order randomly generated)
 - i. Simpson Strong-Tie
 - ii. Alpine & Alpine/TrusSteel
 - iii. Eagle Metal
 - iv. Mitek, Mitek/Aegis & USP
 - b. TPI Update – Michael Schwitter & Jay Jones
 - c. TIBC Update – Mike Ruede & Kevin Kraft
 - d. Thoughts from attendees representing lumber and EWP supplying industries
 - e. Equipment supplier updates
 - f. Input from other suppliers in attendance
 - g. Raw material supply chain issues or trends affecting component manufacturers?
 10. **Committee Updates and Current Industry Topics**
 - a. Advocacy (Rick Parrino/John Holland)
 - b. Engineering & Technical (Bob Dayhoff)
 - c. Emerging Leaders (Steve Stroder/Jason Hikel)
 - d. Executive (Mike Ruede)

- e. Governance (Greg Griggs)
 - f. IT (Greg Dahlstrom/Kevin Witt)
 - g. Management (Jeff Taake/Roger Helgeson)
 - h. Marketing (Greg Griggs/Justin Richardson)
 - i. Membership (Gene Frogale/Larry Dix)
 - j. Quality Control (Scott Ward/Jeff Smith)
 - k. Safety (Jason Ward/Luke Wiesen)
11. **Old Business** – Mike Ruede
 12. **New Business** – Mike Ruede
 13. **Adjournment** – Mike Ruede



Structural Building Components Association

Management Committee Meeting Agenda

Wednesday, July 28, 2021

7:45 am PT / 8:45 am MT / 9:45 am CT / 10:45 am ET

**Sheraton Park City, Park City, Utah
Prospector 1 Room**

SBCA Management Committee Mission:

The committee will make recommendations to the Board on various management tools such as seminars, documents, management resource materials, etc. that, when offered for use by the component manufacturing industry, will enhance the professionalism of the industry, inform the fabricator and create membership benefits for all SBCA members.

Committee Members; Jeffrey Taake, Roger Helgeson, Jack Dermer, Tim Noonan, Richard Parrino, Justin Richardson, Michael Ruede, Steve Stroder, Jason Ward, Javan Yoder

- 1) Opening Remarks & Introductions – Jeff Taake (Committee Chair)
 - (a) Anti-Trust Statement (APPENDIX A)
 - (b) Conflict of Interest Policy (APPENDIX B)
- 2) SBCA Proposal from Sharpen Group - Kendall Hoyd's Component Industry Financial Management Training
 - a) Review course offering
 - b) Cost
 - c) Form subcommittee to make recommendation
- 3) Lean Certification Program
 - a) Review UW & 4Ward Consulting Proposals
 - b) Form subcommittee to make recommendation
- 4) Management Committee Charter Discussion – Jeff Taake
 - a) Management Committee Charter (EXHIBIT 1)
- 5) Insurance in the Component Manufacturing Industry
 - a) Review insurance offerings and what additional training is needed to help inform the CM's of these services and benefits.
 - b) Form subcommittee to make recommendation
- 6) Surveys
 - a) Current Surveys
 - i. Wage and Benefits Survey
 - ii. Financial Performance Survey



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- iii. Climate Survey
 - b) Frequency and Length
- 7) Old Business
- 8) New Business
- 9) Adjournment

APPENDIX A

Antitrust Law Policy

Throughout its history, SBCA has complied with the antitrust laws and is not subject to any consent decree, cease and desist order, or any other mandate or prohibition of any agency of government or any court with respect to the antitrust laws.

In order to assure continued compliance with both the letter and the spirit of the antitrust laws, participants in SBCA and the local chapters are reminded of the following important policy:

Although the antitrust laws do not preclude members of the SBCA from lawfully engaging in a great variety of collective activities, the antitrust laws do encompass certain conduct which is prohibited because it is unreasonable per se. The prime example is, of course, agreement with regard to price. Any conduct by competitors which has the purpose or effect of raising, depressing, fixing, pegging, or stabilizing the price of a product or service is unlawful. Also, concerted action which may affect a price, including matters relating to production, terms and conditions of sale, the distribution of a product or the division of markets, is likewise prohibited by the antitrust laws.

Either an explicit or tacit understanding between competitors that could affect the price of products or operate to impede free and open competition is forbidden. In order to prove any such unlawful activity, it is not necessary that there be evidence of a formal agreement or understanding more often than not, such proof is circumstantial and a violation of the antitrust laws may be found because of a course of dealing between competitors or between members and their customers.

With regard to any SBCA meeting, there must never be **any discussion** among those attending or any formal or informal agreement of any sort, with respect to the following:

- Any price to be charged with respect to a product or service.
- Any allocation of markets or customers.
- Any coordination or cooperation with respect to bids or requests for bids.
- Terms or conditions of sale, including credit or discount terms.
- Distribution of products or services.
- Control of the production of any product or the level of production.
- Profit levels or profit margins.
- The basis for arriving at any price.
- The exchange of price information with respect to any specific customer.
- Any action which would unreasonably restrain trade.

The SBCA staff is regularly advised and reminded of principles of antitrust law as they have evolved and may affect the truss industry. The staff is alert to any discussion or topic which might result in a potential restraint of trade, and should any discussion arise at a meeting which might be construed as inappropriate, the staff has been instructed to alert those present that the particular topic under discussion should not be pursued further.

APPENDIX B

Conflict of Interest and Conflict of Interest Policy

Conflict of Interest

- “A situation in which a person has a duty to more than one person or organization, but cannot do justice to the actual or potentially adverse interests of both parties. This includes when an individual's personal interests or concerns are inconsistent with the best interests of a customer, or when a public official's personal interests are contrary to his/her loyalty to public business.”
- SBCA members are obligated to advise, in advance of any situation that might involve or appear to involve a conflict of interest, that they may be participating in activities where their duty to their company is in conflict with the policies of SBCA and the best interests of the Structural Building Component industry. By way of two examples;
 - o A conflict of interest could exist if an engineer or company performing engineering services used truss design software (that was licensed to them through or by a component manufacturer) directly on behalf of a builder or general contractor to design trusses (for component manufacturers to then bid on) for a project or projects being constructed by such builder or general contractor—all of which would be in violation of the connector plate company's software license agreement and in contravention with SBCA's long standing truss design software policy.
 - o A conflict of interest could exist if a company, working within industry committees, industry ANSI standards, task groups, etc., advocates for changes in policy, procedures, standards, engineering equations, testing, etc., where those changes lead to greater use of the products or services that said company provides.



Structural Building Components Association

**Marketing Committee
Meeting Agenda**

Wednesday, July 28, 2021

7:45 am PT / 8:45 am MT / 9:45 am CT / 10:45 am ET

Sheraton Park City, Park City, Utah

SBCA Marketing Committee Mission:

The committee will promote the use of engineered floor, wall, and roof structural components in residential and commercial projects.

Committee Members: Greg Griggs, Justin Richardson, Mike Callahan, Thomas Christensen, Greg Dahlstrom, Larry Dix, Jared Dix, Barry Dixon, Joseph Halteman, Jason Hikel, Darryl Hooper, Dustin Johnson, Kevin Kraft, Michael Martz, Gregg Renner, Wesley Robbins, Michael Ruede, Michael Schwitter, Chris Scott, Ken Shifflett, Steve Shrader, Cory St. Clair, Steve Stroder, Scott Ward, Javan Yoder

- 1) Opening Remarks & Introductions – Greg Griggs (Committee Chair)
 - (a) Anti-Trust Statement (APPENDIX A)
 - (b) Conflict of Interest Policy (APPENDIX B)
- 2) Review NEW Marketing Committee Commitment and Signups (Greg Griggs)
 - a) Committee will meet 7 times per year; once every 6 weeks
 - b) There will be 3 in-person meetings (OQMs) and 4 virtual meetings via Zoom
 - c) Option to add on an extra meeting, if needed, due to not having a meeting at BCMC
- 3) Attendance Commitment
 - a) 2 out of the 3 in-person meetings (OQMs) must be attended
 - b) 3 out of the 4 virtual meetings must be attended
 - c) Start with a clean slate, if you want to be on the Marketing Committee, please sign up
- 4) Overview of Goals & Direction Forward (Greg Griggs)
 - a) Goals
 - i. #1 More components specified
 - ii. #2 More SBCA members
 - b) 1st Action Item: Marketing & Media Kit Focused on the Benefits of Components
 - i. First focus roof trusses specifically



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- ii. Eventually we will have a marketing & media kit for floor trusses, wall panels, and the complete component package
- 5) Rank and/or Add Main Selling Points of roof Trusses (Ashley Stroder)
 - a) Selling Points
 - i. Speed
 - ii. Able to achieve complex designs
 - iii. Less waste
 - iv. Less material used
 - v. Just-in-time delivery
 - vi. Others?
- 6) Review Current Marketing Materials & Decide on Important Information/Look/Media Needed (Ashley Stroder)
 - a) Review the Past
 - i. Best way to Frame [Home | Best Way to Frame](#)
 - ii. FAD (Framing the American Dream) [Framing the American Dream | Structural Building Components Association \(sbcindustry.com\)](#)
 - iii. CM Toolbox
 - iv. Components vs Stick Presentation [Components vs Stick Framing - short presentation kg.ppt](#)
 - (1) Videos – Do they achieve what we want them to?
 - (2) Useful information?
 - (3) Visually appealing?
 - (4) Marketing vehicle(s)? (PowerPoints, videos, infographics, etc.)
 - (5) Uses? – Does this material need to be available to members only or accessible to all?
- 7) Old Business
- 8) New Business
- 9) Adjournment



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APPENDIX B

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 - o A conflict of interest could exist if a company, working within industry committees, industry ANSI standards, task groups, etc., advocates for changes in policy, procedures, standards, engineering equations, testing, etc., where those changes lead to greater use of the products or services that said company provides.



Structural Building Components Association

Membership Committee Meeting Agenda

Wednesday, July 28, 2021

9:10 am PT / 10:10 am MT / 11:10 am CT / 12:10 pm ET

Sheraton Park City, Park City, Utah

Committee Members: Gene Frogale, Larry Dix, April Burt, Mike Callahan, Jack Dermer, Jim Finkenhoefer, David Green, Joseph Halteman, Eric James, Matt Layman, Joseph Maez, Michael Ruede

SBCA Membership Committee Mission:

To advance the component industry through a united effort that can only be achieved by representing the entire industry through membership.

- 1) Opening Remarks & Introductions – Gene Frogale (Committee Chair)
 - (a) Anti-Trust Statement (APPENDIX A)
 - (b) Conflict of Interest Policy (APPENDIX B)
- 2) Review NEW Membership Committee Commitment and Sign-ups (Gene Frogale)
 - a) Meetings
 - i. Committee will meet 7 times per year; once every 6 weeks
 - ii. There will be 3 in-person meetings (OQMs) and 4 virtual meetings via Zoom
 - iii. Option to add on extra meeting, if needed, due to not having a meeting at BCMC
 - b) Attendance Commitment
 - i. 2 out of the 3 in-person meetings (OQMs) must be attended
 - ii. 3 out of the 4 virtual meetings must be attended
 - iii. Pass around the sign-up sheet
- 3) New Vision for SBCA's Membership Committee (Gene Frogale)
 - a) Refocusing Membership Recruitment/Sales/Marketing efforts for SBCA Membership
 - i. Regional Approach: Regional Membership Captains will:
 - (1) Identify non-member CMs in your region by working with supplier members and other CM members in your region
 - (2) Pass along any information you might have about the non-members (Name of company, a contact's info **if you have it**, any other important information) to staff
 - (3) If the Membership Captain wants, he/she could reach out to them initially to gauge their interest OR staff can do this

- (4) Make calls to non-members in your region once a quarter inviting them to an OQM and/or BCMC
- 4) Goals of Regional Approach (Ashley Stroder)
- a) Identify how many non-member CMs there are in the country
 - b) Add those CMs to our sales and marketing funnel so staff can follow up with them on a regular basis
 - c) Identify suppliers in each region who can help us understand what each CM might need (training programs, jobsite packages, new equipment, any angle to start marketing one of our products that fulfills that need with the end goal of them joining the association)
 - d) Grow SBCA Membership
- 5) Why? (Gene Frogale)
- a) If all CMs are following best practices everyone wins!
 - b) If all CMs understand the value of the service and product they provide and how to provide it safely, it helps all CMs.
- 6) Introduce Regional Membership Captains & Break into Groups by Region (Gene)
- a) Step 1: Get to know everyone in your group
 - b) Step 2: Go through the list of Non-members in your region
 - i. Determine if they are still in business
 - ii. Who out of your group knows them (if no one knows them, Google or LinkedIn might help.)
 - iii. If possible, update or fill in any missing information
 - iv. Add them on LinkedIn so they can see all of the COOL SBCA stuff that you like and share.
 - v. Add any Non-members to the list that are not already listed.
 - c) Step 3: Collect all of your notes and data into one excel and send to Ashley Stroder
<mailto:astroder@sbcacomponents.com>
- 7) Region 1: Northwest – BJ Louws with Louws Truss
- a) States: AK, WA, OR, ID, MT, & WY
 - i. • Matt Kunz – Trusscraft
 - ii. • John Hinshaw – Franklin Building Supply
 - iii. • Chad Svedin – House of Design
 - iv. • Shane Dittrich – House of Design
 - v. • Ken Timmins – American International Forest Products
 - vi. • Jeff Hoggard – American International Forest Products
 - vii. • Wyatt Stroder – 4Ward Solutions Group
 - viii. • Tanda Weeks – House of Design
 - ix. • Ken Veltkamp – Truss Craft

- x. • Josh Wright – The Truss Company & Building Supply
 - xi. • Ben Hershey – 4Ward Solutions Group
 - xii. • Roger Helgeson – The Truss Company & Building Supply
- 8) Region 2: West - Jason Ward with California TrusFrame**
- a) States: CA, NV, AZ, UT, HI
 - i. • Nate Shlisky – Desert Truss
 - ii. • Steve Stroder – California TrusFrame
 - iii. • Angie Stroder – California TrusFrame
 - iv. • Jazmine Murillo – US LBM
 - v. • Steve Shrader – Hundegger USA
 - vi. • Joe Cranford – Sunpro
 - vii. • Zach Stanley – Sunpro
 - viii. • Sam Garcia – Sunpro
 - ix. • Steve Broadbent – Sunpro
 - x. • Jeff West – Precision Structures, Inc.
 - xi. • Richard Langton – Bowermaster & Associates
 - xii. • Keith Azlin – US Components
- 9) Region 3: Central - Luke Wiesen with Truss Craft Structural Components**
- a) States: ND, SD, NE, MN, IA, WI, IL, IN, MI
 - i. • Sean Kelly – Automated Products, Inc.
 - ii. • Richard P Parrino – Plum Building Systems, LLC.
 - iii. • Keith R Kylmala – Kylmala Truss
 - iv. • Shawnee Gunnett – Big C Lumber Structural Building Components
 - v. • Lowell Tuma – Triad/Merrick Machine Co
 - vi. • Joseph Halteman – Wood Tech Systems
 - vii. • John Dees – Automated Products, Inc.
 - viii. • Ed Robbins – P.E. Robbins, P.E.
 - ix. • Jeff Taake 0 Mead Lumber Co.
 - x. • Justin Richardson – Richco Structures
 - xi. • David Mitchell – Engineered Building Design
 - xii. • Kevin Kraft – Alpine, an ITW Company
 - xiii. • Josh Hendrickson – Wilson Lumber
 - xiv. • Jay Halteman – Wood Tech Systems
 - xv. • Howard Gauger – Carpenter Contractors of America
 - xvi. • Dallas Austin – Big C Lumber Structural Building Components

xvii. • Zach Shepherd – Engineered Building Design, L.C.

10) Region 4: Southwest - Josh Dermer with American Truss

- a) States: CO, NM, KS, OK, TX, MO, AR, LA
 - i. Michael Nelson – MiTek USA
 - ii. Paul G Johnson PE – UFP
 - iii. Bill Howard – MiTek USA
 - iv. Jeff Smith – Trussway
 - v. Stephen Keller – MiTek USA
 - vi. Mike Johnson – Alpine, an ITW Company
 - vii. Jim Mavrakes – Wood Tech Systems
 - viii. Scott Miller – MiTek USA,
 - ix. Carlin Mueller – Trussway
 - x. Jack Dermer – American Truss LLC
 - xi. Scott Ward – Southern Components, Inc.
 - xii. Tom Valvo - MiTek USA
 - xiii. Michael Schwitter – Alpine, an ITW Company
 - xiv. Kent Pagel – Pagel, Davis & Hill P.C.
 - xv. Norm McKenna – MiTek USA
 - xvi. April Burt – Simpson Strong-Tie

11) Region 5: Northeast - Tony Acampa with Shelter Systems Limited

- a) States: KY, OH, WV, VA, DC, MD, DE, NJ, CT, RI, MA, ME, NH, VT, NY, PA
 - i. Rhonda Leppert – Annandale Millwork and Allied Systems
 - ii. Sean Fitzpatrick – Alpine, an ITW Company
 - iii. Michael Callahan – Senco
 - iv. Tom Kurowski – US LBM
 - v. Mike Luzier – Home Innovation Research Labs
 - vi. Javan Yoder – Stark Truss Company, Inc.
 - vii. Tasha Brooking – Quadd Building Systems LLC
 - viii. Jay Jones – Truss Plate Institute
 - ix. Jason Hikel – Shelter Systems
 - x. Gene Frogale – Annandale Millwork and Allied Systems
 - xi. Larry Dix – Apex Truss

12) Region 6: South – Mike Ruede Jr. with 4Ward Solutions Group and Wood Tech Systems

- a) States: TN, NC, SC, GA, AL, MS, FL
 - i. Parker Dixon – BeLit, Inc.



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- ii. Michael Ruede – A-1 Roof Trusses
- iii. Scott McDonald – SL-Laser Systems LLC
- iv. Greg Griggs – Builders FirstSource
- v. David Green – Carolina Structural Systems

13) Old Business

14) New Business

15) Adjournment

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APPENDIX B

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 - o A conflict of interest could exist if a company, working within industry committees, industry ANSI standards, task groups, etc., advocates for changes in policy, procedures, standards, engineering equations, testing, etc., where those changes lead to greater use of the products or services that said company provides.



Structural Building Components Association

QC Committee

Meeting Agenda

Wednesday, July 28, 2021

9:10 am PT / 10:10 am MT / 11:10 am CT / 12:10 pm ET

Sheraton Park City, Park City, Utah

Committee Members: Scott Ward, Jeff Smith, Josh Dermer, Howard Gauger, Daniel Holland, Richard Parrino

SBCA QC Committee Mission:

The committee will implement, maintain, and continually improve an in-plant quality management program that yields process improvement information for trusses and wall panels via management of QC data and control charts.

- 1) Opening Remarks & Introductions – Gene Frogale (Committee Chair)**
 - (a) Anti-Trust Statement (APPENDIX A)
 - (b) Conflict of Interest Policy (APPENDIX B)
- 2) ANAB Audit to be held from October 8 to December 7**
 - a) 2020 Management Review to be held in August with Co-Chairs & SBCA Staff
- 3) QA Inspections: Virtual vs. In-Person**
- 4) Digital QC**
 - a) Software Agreement Status
 - b) Pricing Model
 - c) Input File Format (TPSX or Alternative)
 - d) Next Steps
- 5) Old Business**
- 6) New Business**
- 7) Adjournment**



Structural Building Components Association

APPENDIX A

Antitrust Law Policy

Throughout its history, SBCA has complied with the antitrust laws and is not subject to any consent decree, cease and desist order, or any other mandate or prohibition of any agency of government or any court with respect to the antitrust laws.

In order to assure continued compliance with both the letter and the spirit of the antitrust laws, participants in SBCA and the local chapters are reminded of the following important policy:

Although the antitrust laws do not preclude members of the SBCA from lawfully engaging in a great variety of collective activities, the antitrust laws do encompass certain conduct which is prohibited because it is unreasonable per se. The prime example is, of course, agreement with regard to price. Any conduct by competitors which has the purpose or effect of raising, depressing, fixing, pegging, or stabilizing the price of a product or service is unlawful. Also, concerted action which may affect a price, including matters relating to production, terms and conditions of sale, the distribution of a product or the division of markets, is likewise prohibited by the antitrust laws.

Either an explicit or tacit understanding between competitors that could affect the price of products or operate to impede free and open competition is forbidden. In order to prove any such unlawful activity, it is not necessary that there be evidence of a formal agreement or understanding more often than not, such proof is circumstantial and a violation of the antitrust laws may be found because of a course of dealing between competitors or between members and their customers.

With regard to any SBCA meeting, there must never be **any discussion** among those attending or any formal or informal agreement of any sort, with respect to the following:

- Any price to be charged with respect to a product or service.
- Any allocation of markets or customers.
- Any coordination or cooperation with respect to bids or requests for bids.
- Terms or conditions of sale, including credit or discount terms.
- Distribution of products or services.
- Control of the production of any product or the level of production.
- Profit levels or profit margins.
- The basis for arriving at any price.
- The exchange of price information with respect to any specific customer.
- Any action which would unreasonably restrain trade.

The SBCA staff is regularly advised and reminded of principles of antitrust law as they have evolved and may affect the truss industry. The staff is alert to any discussion or topic which might result in a potential restraint of trade, and should any discussion arise at a meeting which might be construed as inappropriate, the staff has been instructed to alert those present that the particular topic under discussion should not be pursued further.



Structural Building Components Association

APPENDIX B

Conflict of Interest and Conflict of Interest Policy

Conflict of Interest

- "A situation in which a person has a duty to more than one person or organization, but cannot do justice to the actual or potentially adverse interests of both parties. This includes when an individual's personal interests or concerns are inconsistent with the best interests of a customer, or when a public official's personal interests are contrary to his/her loyalty to public business."
- SBCA members are obligated to advise, in advance of any situation that might involve or appear to involve a conflict of interest, that they may be participating in activities where their duty to their company is in conflict with the policies of SBCA and the best interests of the Structural Building Component industry. By way of two examples;
 - o A conflict of interest could exist if an engineer or company performing engineering services used truss design software (that was licensed to them through or by a component manufacturer) directly on behalf of a builder or general contractor to design trusses (for component manufacturers to then bid on) for a project or projects being constructed by such builder or general contractor—all of which would be in violation of the connector plate company's software license agreement and in contravention with SBCA's long standing truss design software policy.
 - o A conflict of interest could exist if a company, working within industry committees, industry ANSI standards, task groups, etc., advocates for changes in policy, procedures, standards, engineering equations, testing, etc., where those changes lead to greater use of the products or services that said company provides.



Structural Building Components Association

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

DATE: May 26, 2021
TIME: 8:00 a.m. Eastern Standard Time
LOCATION: White Sulphur Springs, West Virginia

DIRECTORS PRESENT:

Dallas Austin, April Burt, Larry Dix, James Finkenhoefer, Gene Frogale, Howard Gauger, David Green, Greg Griggs, Jay Halteman, Roger Helgeson, Josh Hendrickson, Jason Hikel, Joseph Hikel, John (BJ) Louws, David Mitchell, Justin Richardson, Michael Ruede, Sr., Michael Schwitter, Jeff Smith, Jeffrey Taake, Scott Ward, Javan Yoder, Greg Dahlstrom (Online), Rick Parrino (Online), Steve Strom (Online), Jason Ward (Online)

DIRECTORS ABSENT:

Barry Dixon, Kenny Shifflet, Steve Stroder

OTHERS PRESENT (as noted):

John Arne, Tasha Brooking, Molly Butz, John Dees, Jack Dermer, Eric Eversgerd, Jennifer Gustafson, Ben Hershey, Ed Hudson, Marc James, Paul Johnson, Jay Jones, Joe Kannapell, David Kircher, Michael Kozlowski, Kevin Kraft, Rhonda Leppert, Jess Lohse, Michael Luzier, Scott McDonald, Kent Pagel, Baird Quisenberry, Ed Robbins, Michael Ruede, Jr., Ali Saladin, Carl Schoening, Zach Shepherd, Sean Shields, Scott Stevens, Ashley Stroder, Glenn Traylor, Tom Valvo, Andy Viars, Christine Wagner, Luke Wiesen, Josh Wright, Laura Yasick, Talia Zanotelli, Sean Fitzpatrick (Online), Daniel Holland (Online), Daryl Hooper (Online), Mike Johnson (Online), Stephen Keller (Online), Rob McIntyre (Online), Scott Miller (Online), Tim Noonan (Online), Owen Pratt (Online), Wes Robbins (Online), Anna Stamm (Online), Jerry Vulgaris (Online)

A Regular Meeting of the Board of Directors (the “Board”) of the Structural Building Components Association, an Illinois non-profit corporation (“SBCA”), was held at the above date and time. In addition to the Board, certain other persons listed above attended at the invitation of the President. Notice of the meeting was given in accordance with the SBCA Bylaws, and a quorum was present throughout. Noting the presence of a quorum, the meeting was called to order with each of the Board members and the observers listed above present. Persons present confirmed that they could hear and be heard by all others and actively participated in the meeting. At the request of the Board, Kent J. Pagel served as the secretary of the meeting.

A detailed agenda and other materials were distributed to the Board in review of the meeting.

The meeting began with the Board and the observers listed above present.

The SBCA anti-trust policies and procedures were announced to be in effect at the beginning of the meeting.

OQM 2020 and 2021

Mike Ruede, SBCA's president, announced the dates and locations of the Open Quarterly meetings scheduled for the remainder of 2020 and the year 2021.

TREASURER'S REPORT

Gene Frogale, SBCA's Treasurer, led a discussion of the SBCA budget and financials for the period of January through April 2021.

Frogale and Jess Lohse further led a state of Florida "Specific Issues Fund" discussion.

Lohse provided a SBCA Accounting Firm RFP update and advised that they would likely recommend an audit be conducted for the year 2021 and that audits be conducted on an interval basis in the future.

Lohse further advised that none of the SBCA revenue streams dominate the others to the point where unrelated business income becomes an issue.

Upon motion made and duly seconded, the Board unanimously approved the following resolution:

RESOLVED, the Treasurer's report, be and is hereby, approved.

BCMC REPORT

Mike Kozlowski led the discussion. BCMC 2021 is scheduled for Oct. 5—8, 2021 in Omaha. Kozlowski reported on the current number of exhibitors, exhibit space sold, educational sessions, the NFC Safety Summit, and BCMC Events,

Staff reported on a new BCMC registration system and experience through Cvent.

SBCA UPDATES

Staff reported on marketing and website updates. Going forward the website will be supported and driven by Novi, a trade association management software program that also will serve as the SBCA database management tool. Novi is built around Quick Books.

Staff further reported on the SBCA Member Compass, a member dashboard. SBCA Representatives will also have additional access. This tool can also become an App for smartphone devices.

Photos of all Board and Committee representatives were requested over the next two weeks.

QA PROGRAM UPDATE

Staff provided QA statistics on the number of CM locations, inspections conducted to date, and new plants joined in the last quarter.

Lohse reported on a Q4US proposal update estimated at \$325,000 and announced the sum is within the SBCA budget. Lohse further reported on why the software needs to be re-written.

SBCA CHAPTERS UPDATE

Lohse reported on the new means for management of the chapters to avoid risks. Nine chapters have been individually organized and managed and can remain that way so long as they meet the requirements imposed by SBCA. A few will likely remain this way, but generally most will be managed directly by SBCA. The alternative is to be solely managed by SBCA and funds aggregated with other chapter funds.

Staff reported on hosting chapter events utilizing SBCA software and involving SBCA staff. SBCA will support 2021 chapter functions at no charge and will assess a set charge after 2021 depending on the amount of national staff involvement was required for 2020.

SBCA MEMBERSHIP STATISTIC UPDATE

Staff led a discussion on the number of member companies by category.

SBCA maintains a member payment lockbox at a Milwaukee address while the SBCA formal address for mailing purposes is in Irving, Texas.

Lohse and staff led a Top Chord Club discussion.

TECHNOLOGY TRANSFER UPDATE

Staff reported on website transfer status.

SBCA COMMUNICATIONS AND MAGAZINE UPDATE

Staff led a discussion relating to SBCA Communications and SBC Magazine

Lohse announced the change to SBCA Magazine and how the style, format, and content is completely different from the magazine previously published by Truss Publications, Inc.

Six bi-monthly issues of SBCA Magazine are planned to be printed in 2021.

SBCA has retained a new consultant for the look and layout of the magazine.

Lohse led a discussion on non-advertorial article content in the future.

Lohse presented the New Industry News template.

Lohse reported on the retention of audio newscast freelancers—utilized for podcasts—and a new format going forward.

RECOGNITION OF 2021 PROGRAM ADVERTISESES

Lohse and staff provided a recognition summary.

COMMITTEE UPDATES

Advocacy Committee: Rick Parrino, Committee chair, provided an updated reporting on a current focus on grassroots reach-out. Staff advised as to the committee dormancy due to COVID, but plans on working with code and fire officials in the future.

Engineering & Technology: No report.

Emerging Leaders: Jason Hikel, Committee chair, provided an update.

Executive: Mike Ruede, Committee chair, provided an update. The committee meets weekly. The committee's highest priority for the past several months has been reaching a resolution with Qualtim. Ruede provided an update on staff progress during this very tenuous transition period. April Burt provided a thank-you for the work with the necessary transition in the management of SBCA.

Governance: Gregg Griggs, Committee chair, provided an update. The committee was formed in January, 2021; announcing its members, objectives, and purpose at the time. The committee is currently working on the election of Board members; Board and Executive Committee terms; timing of elections as opposed to each year; chapter compliance; the number of Board seats; and impact of members who are both CMs and associates.

IT: Greg Dahlstrom, Committee chair, provided an update.

Management: Jeff Taake, Committee chair, provided an update.

Marketing: Gregg Griggs, Committee chair, provided an update. The committee plans to meet each 6 weeks, hold 3 live meetings annually, and to meet in person annually at BCMC. The committee's current main focus is to reestablish its goals.

Membership: Gene Frogale, Committee chair, provided an update. Frogale discussed the goal of a regional approach to membership growth. Frogale indicated that the Digital QC program is a good tool in the future for membership growth. Despite COVID, membership numbers have held.

Quality Control: Scott Ward, Committee chair, and Jeff Smith, Committee co-chair, provided an update.

Safety Committee; Luke Wiesen, Committee co-chair, provided an update.

NATIONAL FRAMERS COUNCIL UPDATE

Scott Stephens provided an update. The annual Framer Summit will be held on October 4—5, 2021 in Omaha in conjunction with BCMC. NFC will be holding a golf tournament in the

Baltimore area in July. Jobsite packages in the future will include a flyer involving NFC. With 85 members currently, NFC is only reaching 5% of the total membership. The challenge to establish committees in the future and to undertake tasks that are more specific and not too general.

INDUSTRY SUPPLIER UPDATES

Mike Ruede announced requests and for reporting to include only updates to the industry in nature.

The Alpine/Trus Steel representative to the Board provided the following industry supplier update. Currently there are broad steel market challenges. Steel is on a similar course with wood with suppliers currently having the upper hand. Demand for steel is high and housing starts are up significantly. Alpine floor truss submissions are up 300% in the last three months.

The Eagle representative to the Board reported on the unlikely short term relief to the current steel issues.

The MiTek representative to the Board provided the following supplier update. Seeds in 2015 with anti-dumping duties on foreign steel. 2018 Section 232 tariffs. Pandemic hits and capacity is strongly impacted. Housing increases early on. Not enough steel in the pipeline. Reduction in capacity. Demand outstripping supply. Additional substantial consolidation in the market at the end of 2020.

The Simpson representative to the Board provided the following supplier update. No price negotiation is feasible, but availability of supply is the big issue.

Group discussion on lack of available labor in the marketplace. Cost of labor is likewise going up.

Equipment update. Equipment manufactured offshore difficult time to get delivery. Today, need to be thinking about equipment needs in early 2022.

The TPI Executive Director reported on the positive relationship between TPI and SBCA. Current work is being done by TPI on revisions to TPI-1. Ruede invited a column from TPI for every future SBCA Magazine issue.

TIBC UPDATE

Ruede provided the TIBC update and expressed the interest of SBCA to continue with this type of structure. Kevin Kraft concurred.

OLD BUSINESS

There was no Old Business raised for discussion.

NEW BUSINESS

There was no New Business raised for discussion.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made, seconded, and carried, the meeting was adjourned at approximately 10:29 a.m. Eastern Time.

A handwritten signature in black ink, appearing to read "Kent J. Pagel". The signature is fluid and cursive, with the first name "Kent" and last name "Pagel" clearly distinguishable.

Kent J. Pagel, Secretary of the Meeting



Structural Building Components Association

OPEN QUARTERLY MEETING ATTENDEES

The Sheraton Park City, Park City, UT

July 27-29, 2021

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