

CHARTER AND BY-LAWS

SOCIETY OF PROFESSIONAL PROPERTY INSPECTORS

ARTICLE 1

1. This name of this organization is The Society of Professional Property Inspectors (hereinafter referred to as "SPPI") .
2. The territorial jurisdiction of SPPI shall include the metropolitan Kansas City area and nearby counties.

ARTICLE 2

1. The purpose of SPPI is to advance the standards of professional and ethical procedures in the property inspection industry. To do this SPPI must:
 - a. Provide a focal point for communication between property inspectors.
 - b. Promote goodwill between inspectors, Realtors, Lenders and the general public.
 - c. Introduce quality education and training programs to members of SPPI.
 - d. Increase the visibility and recognition of SPPI and it's members to the realtors, lenders, and the general public.
 - e. Promote uniformity within the inspection industry.
 - f. Set a standard of practice that outlines the minimum requirements of a property inspection.
 - g. Establish a code of ethics for its members.
 - h. To provide guidance to related professions, the legal community and government bodies acting as a leading authority in the property inspection profession.

ARTICLE 3

1. There shall be two classifications of members.
 - a. Full Certified members of the Society shall be individuals who themselves perform inspections of residential, industrial and commercial properties and prepare written reports on their condition and who have met the following criterion:

250 fee paid inspections

Active business telephone, answered in company name

Pre-printed forms and letterhead

Has paid membership fee

Has sponsor within organization

Has completed oral evaluation, review and passed written test of respective category

Supplies 2 verifiable references

50% attendance at SPPI meetings or membership will be reviewed and subject to expulsion

Maintain currently existing education or continuing education requirements as stipulated by the Education Committee.

- b. Candidate members of the Society shall be persons who have not yet completed the full requirements for Certified Member status. Whether they be actively pursuing Certified Membership status or be persons engaged in other professions or individuals, with similar interest, who are interested in maintaining communication with the property inspection industry. Candidate members may not vote, be an officer of SPPI, chair a committee or serve in a "tribunal" for disciplinary action. An associate member may attend any and all meetings and serve on committees. An associate member may not use the logo.
2. Certification Categories shall consist of but not limited to the following categories:
- Certified Whole House Inspectors
- a. One who provides inspections covering Mechanical and Structural categories covered by our Standards of Practice.
- Certified Mechanical Inspectors
- a. One who provides inspections covering the mechanical systems as outlined in the Standards of Practice.
- Certified Structural Inspectors
- a. One who provides inspections covering the structural components of buildings as outlined in the Standards of Practice

Certified Pool/Spa Inspectors

Certified Termite Inspectors

Certified Chimney Inspectors

Certified Environmental Inspectors including but not limited to:

Radon, Lead, Asbestos, EMS, Microfloral, Formaldehyde

ARTICLE 4

1. Any conduct of a member which violates or is contrary to, or inconsistent with, the announced purposes of SPPI or its standards of practice or code of ethics is grounds for disciplinary action.
2. All questions regarding an alleged violation by a member shall be in the form of a written complaint to the ethics committee of SPPI, who will investigate the alleged violation and take action as follows:
 - a. Decide no action is necessary.
 - b. Call a tribunal of 5 voting members of SPPI using the rules of arbitration. The filer of the complaint shall select 2 members, the recipient of the complaint shall select 2 members, and the 4 members shall select the fifth member. The findings of the tribunal will be final. The tribunal may take the following actions: oral reprimand, written reprimand, censor, suspension, expulsion or decide no action is needed.
3. Suspended or Expelled Members or Candidates.
 - a. Any member that is suspended may reapply for their previous status after the suspended period and after all currently existing criterion for members of their desired classification are met. And approved by the committee.
 - b. Any member that is expelled may reapply after no less than one year and such time that he has shown to have satisfied the reason for expulsion. Then they meet all currently existing criterion for members of their desired classification. And approved by the Members Committee.
 - c. Any prior member that left the organization in good standings may reapply for membership in the category previously held. And re-acceptance is pending meeting all currently existing criterion for members of their desired classification. And Membership Committee.

ARTICLE 5

1. The affairs and activities of SPPI shall be administered by a Board of Directors which shall consist of the annually elected officers together with four committee chairmen, and the immediate past Director.
2. A vacancy occurring on the Board of Directors between annual elections shall be filled by an appointment made by the Board for the unexpired term.
3. The office of any member of the Board of Directors who fails to attend three consecutive meetings without show if cause shall be declared vacant.
4. The Board may hold business meetings prior to regular meetings at the discretion of the Director.
5. Five of the seven members of the Board shall constitute a quorum. In the event of a tie vote only, the immediate past Director shall cast a ballot as a tie breaker.

ARTICLE 6

1. A Director, Assistant Director, Secretary and Treasurer shall be elected annually in a manner hereinafter provided. They shall each serve for the term of one year beginning at the conclusion of the election meeting. Newly elected Assistant Directors shall be Directors Elect. The Assistant Director shall assume the title and duties of Director for the year after having served as Assistant Director.
2. The Director shall be the chairman of the Board of Directors. He shall preside at all meetings of SPPI, and shall discharge the usual duties pertaining to his office. He shall be an ex officio member, without vote, of all committees. He shall be member of the membership and arbitration committee.
3. The Assistant Director shall preside at any meeting in the event the Director, for whatever reason, is unable to preside. The assistant director shall succeed to the office of Director in the event said office becomes vacant by the death of the incumbent Director or by declaration of the Board of Directors. He shall be a member of the ethics and standards of practice committee.
4. The secretary shall keep a book of minutes of all meetings of SPPI and/or its Board of Directors. The secretary shall keep the records of membership, send out notices of meetings to members of the

board, committees, and membership, and execute other general duties of such office. He shall also keep an attendance record of any and all attendees to meetings.

5. The treasurer shall receive and have the custody of all monies of SPPI, depositing the same in such depository as shall be selected by the Board of Directors. He shall make disbursements or routine expenses except that any item over \$50.00 shall be approved by the Board of Directors.
6. In the event that a board position becomes open, the Director shall appoint an interim replacement.

ARTICLE 7

1. Elections of officers and directors shall take place during the March meeting each year.
2. Nominees for office must come from the membership of SPPI and candidates members shall not be eligible to hold office.
3. Nominations for elected positions shall be held at the February meeting. After which within 10 working days Currently sitting Assistant Director shall mail out ballots to all voting members that may be used as Absentee voting if returned to the Assistant Director before the regularly scheduled March, night of elections, meeting.

ARTICLE 8

1. Meetings of SPPI will be set on a regular basis, as determined by the Board of Directors. The March meeting will be for the election of officers and directors. At no time shall there be less than 6 meetings in one year.
2. Upon seven days notice to the membership, special meetings may be called by the Director, or the Board of Directors, or by written request of twenty-five percent of the members in good standing. The purpose of special meetings shall be specified in the call.
3. A quorum at any regular or special meeting shall consist of 50% of the total voting members of SPPI in good standing.
4. All meetings shall be conducted according to Robert's Rules of Order.

ARTICLE 9

1. SPPI shall publish a membership roster for distribution to members, Realtors, lenders, and concerned public.
2. SPPI shall maintain a mailing list of interested parties, which list will be annually updated.

ARTICLE 10

1. The following shall be standing committees of SPPI:
 - a. Education Committee shall be responsible for the preparation and presentation of speakers, panels, topics and special projects at regular meetings. They shall provide opportunities for the membership to extend their property inspection education.
 - b. Membership and Arbitration Committee shall be responsible for review of new applicants. A revolving committee of three individuals (full members) will make up the review board. This committee will fill out an evaluation sheet consisting of an actual inspection, the final written report, the general abilities of the inspector and will decide what test the individual will take. Any proposed candidate members application will be submitted to the membership at a regularly scheduled meeting after which current voting members shall have 15 calendar days to respond to the candidates application. The Chairman of the Membership Committee shall appoint a Chapter and Membership Development Subcommittee whose function shall be to make contacts in areas not currently serviced by existing members or Chapters. In an effort to broaden and strengthen the Inspections Industry in those areas.
 - c. Procedures and Ethics committee. Continually update and improve the Standards of Practice and Charter Bylaws. Investigate alleged violations by members.
 - d. Public Relations Committee. Duties include but not limited to, broadening the visibility of SPPI to lenders, Realtors and the general public through advertisements, media public relations, distribution of the "Inspector Hotline", attending lender and Realtor functions, etc.
2. The chairman of each of the standing committees will serve on the Board of Directors.
3. The committee chairmen will serve for 2 years, with two being elected every one year by a quorum of the members on a rotating basis.

4. A member may serve on more than one committee. A member can chair only one committee at one time.

ARTICLE 11

1. The treasurer will complete the appropriate internal revenue service form(s) each year in keeping with federal laws.
2. No part of the net income of SPPI shall inure to the benefit of any individual member or person.
3. Quarterly audits will be performed by the Director and one other full member, who is not currently serving as an officer or chairperson, chosen randomly from the general membership.
4. A treasurers report shall be given at each meeting.

ARTICLE 12

1. The fiscal year of SPPI shall be from September 1, through August 31.
2. SPPI dues shall be \$100.00 per annum, except for associate members who shall pay \$75 per annum for Candidate membership and \$50.00 per annum for associate membership. When an associate member fulfills the requirements for full membership the balance of the difference in dues for full membership classification will become due and payable.
3. Six months or more shall constitute full year payment. Five months or less will be at 50%. However, the proration will come in the second year and a full year will be paid at the onset.
4. Membership dues shall be paid on or before September 1st of each year. Any member whose dues are not paid by December 1st of any year shall cease to be a member on that date.
5. Reinstatement of a canceled member will be the same procedure as if he were a new applicant.

ARTICLE 13

1. Revisions to the charter shall be made in a regular business meeting of SPPI by a consensus of 75% of the voting members of good standing.
2. Revisions will be announced at intervals of 1 and 2 months prior to the vote, unless urgency is mandated by unanimous vote of the full Board of Directors.

ARTICLE 14

1. Chapters
 - a. Groups of members may be recognized as chapters by SPPI by a majority vote of the Board.
 - b. Chapters shall comply with the By-Laws and such other rules and regulations as may be determined by the Board.
 - c. A chapter which fails to comply with these By-Laws or for other cause which is deemed sufficient , may be suspended or disqualified as a chapter by a two thirds vote of the Board, provided written notice has been given the chapter at least three months before such vote is taken.
 - d. A chapter which has been suspended or disqualified may be reinstated by a two thirds vote of the Board.
 - e. Members and candidates of chapters shall be SPPI members and candidates respectively.

ARTICLE 15

1. OFFICIAL PUBLICATION
 - a. The "Inspection Hotline" shall be the official publication of the Society of Professional Property Inspectors.

Resolutions:

10-9-91 "Promotions or Publications presented to the public for SPPI by SPPI members to be approved by the director of SPPI. "

2-20-92 "All SPPI committee chairmen shall hold committee meetings at least every two months and report progress to the membership at following SPPI meetings. Each member of SPPI is to be assigned to a committee. Committees currently include: Education, Membership, Procedures and Ethics, and Public Relations Committee."

2-20-92 "Directors to appointed Liaison representatives for coordination of activities and relations with other groups/societies. (i.e. ASHI, etc. etc.). Said liaison representatives to make timely reports "

1-13-93 "Candidates aspiring to be Full Members shall complete all Full member requirements before they may take the Certification exam or be certified."

2-10-93 "No personal educational designations (or other) shall be added to member names in any SPPI group advertising (i.e. PE, BA, MD, etc.) ."

Resolution Proposed 4-8-93?? (did this pass?)

4-8-93 "With the advent of multiple inspectors in a company, all qualified inspectors will be listed under their sponsoring company name, under the individuals qualifying category."

4-8-93 MOTION from J.Jack for a By-laws change (and seconded by many):

Motion: An appropriate time period and minimum amount of meeting attendance (similar to certified member requirements) to be required of any candidate wishing to attain "certified status" before application for "certified status" can be issued or granted.

The intent: To require SPPI participation before granting certified member status regardless of credentials of the inspector. This improves the quality of the inspector, the general quality of inspectors in the group and protects the group from less than professional inspectors signing up to simply gain advertising credentials.

This motion to be voted upon and placed into the by-laws as soon as is legally possible as per our By-laws. Permission is also granted for the By-laws committee (Tom Lauhon) to edit the language of this motion appropriately to serve the intention.

This motion passed unanimously.

2003 "The membership committee is directed to accept the national inspectors exam as a significant criteria for granting whole house inspection certification."