

NORTH CAROLINA HOUSING HALL OF FAME BY-LAWS

PURPOSE:

The primary purpose of the North Carolina Housing Hall of Fame (NCHHF) is to honor men and women who have made significant and lasting contributions to housing in North Carolina, the building industry, and to the North Carolina Home Builders Association (NCHBA). A secondary purpose of the NCHHF is to promote a positive image of North Carolina's building industry to the general public through increased awareness and education.

NORTH CAROLINA HOUSING HALL OF FAME INDUCTEES:

Candidates for induction into the North Carolina Housing Hall of Fame are selected from four (4) categories:

1. Builder/Developer
2. Subcontractors and Material Suppliers
3. Government
4. Housing Related, including all other sectors involved in the building industry, i.e. lenders, architects, land planners, manufacturers, researchers, media personnel, trade association staff, bankers, etc.

SOURCES OF CANDIDATES:

Potential candidates are assembled from various sources:

1. Board of Governors of the North Carolina Housing Hall of Fame
2. Solicitations from local HBAs
3. Recommendations from NCHBA members and others

GUIDELINES FOR SUBMISSION OF CANDIDATES:

1. Persons who have made significant and lasting contributions to housing in North Carolina.
2. These candidates may be from any of the following categories:
 - a. Builder category – owner or major principal of a residential building company
 - b. Subcontractors and material suppliers – individuals directly responsible for supplying goods or services to builders
 - c. Government category – either elected or appointed officials in government service relating to housing
 - d. Housing Related category – individuals involved in related fields of endeavor such as financing, land development and planning, architecture, housing research, housing related trade associations, media personnel, etc.
3. Financial success or size of an individual's operation shall not be considered a real contribution. The contribution must have resulted in a substantial improvement or innovation in North Carolina's housing.
4. Submission of a name does not guarantee that the individual will be inducted into the North Carolina Housing Hall of Fame.
5. A biographical sketch of each candidate must be enclosed.
6. A 5x7 black and white picture of the candidate must be submitted for the application to be complete.

7. Magazine and/or newspaper articles published about the candidate concerning other related building and housing activities and contributions may be submitted. All articles should include publication date, publication name and location. Send copies only, not original papers. Applications will not be returned.
8. Submit a detailed resume, typewritten and double-spaced, summarizing the candidate's contribution to better housing. (In essence, material to justify the candidate as a nominee to the North Carolina Housing Hall of Fame).
9. Provide a detailed description of any unique, innovative, outstanding achievements in design, construction, marketing and finance of housing, along with its impact, if any, on North Carolina home buyers and the home building industry.
10. Include a listing of service to local, state, and national trade associations concerned with the betterment of housing.
11. Enclose a listing of public service to other relevant groups, industries, civic or fraternal organizations.
12. A listing of awards or honors bestowed upon the candidate for outstanding service may also be presented.

SCREENING OF CANDIDATE APPLICATIONS:

The Board of Governors will appoint a screening committee among themselves. All candidate applications and support material will be reviewed by the Board of Governors Screening Committee for completeness and duplications. Incomplete applications will not constitute a nomination.

NOMINATIONS:

Nominations will be accepted from any of the sources previously mentioned. All nominations must be postmarked by April 15. Nomination forms will be sent at least 90 days prior to April 15 to all local HBAs. Nomination forms will also be available upon request at the NCHBA office.

BOARD OF GOVERNORS (SELECTION COMMITTEE):

1. The Board of Governors will consist of nine (9) members serving staggered terms.
2. The Board of Governors* will consist of three (3) past presidents, three (3) builder members in good standing and three(3) associate members in good standing.

*The initial Board of Governors will be appointed and approved by NCHBA Board of Directors as follows: President will appoint 1 member from each category for a 4 year term; the Vice-President will appoint 1 member from each category for a 3 year term; and the Vice-President/National Representative will appoint 1 member from each category for a 2 year term.

3. The Chairperson and Vice-Chairman of the Board of Governors will be elected by the Board of Governors for a one (1) year term at the annual June meeting. The Vice-Chairperson shall assist the Chairperson with duties.
4. The current NCHBA President will appoint three (3) new Board members who are not currently serving (one from each category) each year, beginning with the third year of the Board's existence.

5. Any vacancies that occur on the Board will be filled by appointment of the current President with approval by the NCHBA Board of Directors.

ELECTION:

1. The voting is conducted by secret ballot. An election kit is mailed out to the members of the North Carolina Housing Hall of Fame Board of Governors, which includes a ballot form and backup material on each nominee. The ballot form, when completed by each Governor, is mailed to NCHBA's independent certified public accountant.
2. Each Governor has the responsibility of carefully evaluating each candidate and completing the ballot. Failure to complete the ballot properly could void the entire ballot.
3. A candidate must receive a minimum of at least six (6) votes (two-thirds vote of the Board of Governors) in order to become eligible for induction into the North Carolina Housing Hall of Fame.
4. A candidate may not be nominated more than five (5) consecutive times.
5. NCHBA Senior Officers (President, Vice President, Vice President/National Representative, Secretary/Treasurer and Immediate Past President) are not eligible for nominations.
6. When an individual is up for nomination for the fifth time, a notation shall be placed on the ballot indicating such for the information of the Board of Governors.
7. Inductions into the NC Housing Hall of Fame shall be a maximum of two (2) candidates per year.
8. The independent accountants will notify the Chairman of the Board of Governors of voting results within five (5) days after tabulation.
9. Any candidate that has served as a NCHBA president must wait four years after they leave office to be considered for nomination to the NCHBA Housing Hall of Fame.

ANNOUNCEMENT OF ELECTION RESULTS:

Formal announcement of the winners of the election is made by the President of NCHBA during the NCHBA Board of Directors meeting at the second quarterly meeting of each year.

NCHBA's independent certified public accountant turns over the sealed envelopes containing the names of the winners to the NCHBA President.

Winners who are present at the Board of Directors meeting are recognized at the time of the announcement by the President. Wires or letters are sent to the honorees not present or to their families as appropriate. Press releases are prepared and distributed following the announcement. The names of the winners are also posted in the Permanent Housing Hall of Fame display at the NCHBA office.

INDUCTION CEREMONIES:

The induction ceremonies take place during the NCHBA Installation Banquet at the 4th Quarter Board Meeting or at a time and place determined by the Board of Governors. The inductees will be given a medallion and their names will be added to the NC Housing Hall of Fame on the wall dedicated to that purpose at the entrance of the NCHBA office.

Activities are planned and coordinated with the President of NCHBA to eliminate scheduling conflicts and to insure blessing, support, and participation.

The Honorees and their families are contacted and invited to attend the various activities planned by the Board of Governors.

The Governors serve as hosts/hostesses to the Honorees during the 4th Quarter Board Meeting and Installation Banquet.

NORTH CAROLINA HOUSING HALL OF FAME FUNDING:

Funding will be included as a line item in the NCHBA budget as approved by the NCHBA Budget Committee and NCHBA Board of Directors. This amount will not exceed \$500 per inductee.

Revised 6/8/99 – Elections #7 per Board of Governors

Revised 5-31-00 – Item # 9 added to ELECTION title per Board of Governors 5/31/2000

Revised 3/15/00 – Induction Ceremonies changed from Convention to 4th Quarter Board Meeting