



# **TEXAS ASSOCIATION OF BUILDERS TEXAS HOUSING HALL OF HONOR GUIDELINES**

## **Mission**

The primary mission of the Texas Housing Hall of Honor is to celebrate men and women who have made significant and lasting contributions to the housing industry in Texas. A secondary purpose is to promote a positive image of the Texas housing industry to the public through increased awareness and education.

## **Texas Housing Hall of Honor Nominees**

Nominees for induction into the Texas Housing Hall of Honor shall be selected from four (4) categories:

1. Builders, developers or remodelers;
2. Trades professionals and suppliers;
3. Government (elected and professional employees);
4. Industry-allied professionals (others involved in the building industry including, but not limited to, lenders, architects, engineers, planners, manufacturers, educators, media, trade association staff).

## **Sources of Nominees**

Potential nominees shall be collected from sources including:

1. Local home builders associations (HBAs);
2. A member of the Texas Housing Hall of Honor Board of Governors;
3. Members of the Texas Association of Builders.

## **Guidelines for Submission of Nominees**

1. All submissions must be made through the Texas Housing Hall of Honor application form either electronically or hard copy.
2. In the case of a nomination submitted for a past TAB president, the nominee must have served the association a minimum of fifteen (15) years and been out of office (including service as immediate past president) for five (5) years prior to the nomination date.
3. Financial success or size of a nominee's business operation shall not be considered a significant and lasting contribution. The contribution must have resulted in a substantive improvement or innovation to the Texas housing industry.
4. Submission of a name does not guarantee that the individual will be inducted into the Texas Housing Hall of Honor.
5. All nominee applications and support materials will be due 45 prior to the TAB Summer Board of Directors meeting and reviewed for completeness by TAB staff prior to dissemination to the Board of Governors. Incomplete applications will be returned to the nominator in order for them to correct any deficiencies. Those applications must be received back to TAB 15 days prior to the TAB Summer Board of Directors meeting. Upon review by the Board of Governors, any deficiency can be overwritten by a 2/3 majority vote of the Board of Governors.
6. Nominations of TAB members must be accompanied by an endorsement letter from the member's local HBA and signed by the highest-ranking officer of the local association.
7. An endorsement letter from the local HBA that serves the area in which the nominee resides must accompany the nomination of a non-TAB member, and must be signed by the highest ranking officer of the local association.
8. If the nominee resides outside the state of Texas, the endorsement letter must come from a TAB senior officer.

## **Board of Governors**

1. The Governors will consist of nine (9) members serving three (3) year staggered terms. The Co-Chairs shall be the Immediate Past President of the Texas Association of Builders and the Chair of the Association Planning Committee. If the TAB Immediate Past President is unable to serve, TAB Senior Leadership will appoint another TAB Past President to serve as Co-Chair. One additional appointment shall include an executive officer of a local association affiliated with TAB. The Board of Governors shall not exceed more than twelve (12) members, including the Co-Chairs and the local executive officer.
2. In addition, the Governors shall consist of six (6) builder members and three (3) associate members of TAB. There shall be no more than two Governors from any one local association excluding the Co-Chairs.
3. The Co-Chairs of the Board of Governors shall assume office immediately following TAB's Fall Board of Directors meeting and shall serve a one-year term.
4. In order to fill the staggered terms, the Board of Governors will nominate three or more new Governors to serve on the board each year. The nominations shall be submitted to the TAB president, who will appoint the new board members each year at TAB's Fall Board of Directors meeting.
5. The Board of Governors may meet virtually to consider nominations and conduct any business deemed necessary.

## **Election of Texas Hall of Honor Members**

1. Voting shall be by secret ballot by the Board of Governors.
2. Each Governor has the responsibility of carefully evaluating each nominee and completing the ballot.
3. A person must receive a minimum of at least two-thirds yes votes of the ballots cast by Board of Governors to be elected for induction.
4. A nominee nominated three (3) consecutive years (not including applications returned as incomplete) without induction must wait a period of at least three (3) years from the date of their last nomination to be reconsidered for induction.
5. When an individual is on the ballot for the third time, a notation shall be made on the ballot indicating such.

### **Announcement of Election Results**

TAB's independent certified public accountant shall provide the Co-Chairs with a sealed envelope containing the election results immediately after TAB's Summer Board of Directors meeting is called to order.

The Co-Chairs of the Housing Hall of Honor Board of Governors will make formal announcement of the ballot results during TAB's Summer Board of Directors meeting.

The Co-Chairs shall recognize new and past honorees that are present at the Summer Board Meeting.

Immediately following the announcement, TAB staff will work with the honorees' local associations to promote the honorees' upcoming induction. If a nominee is not a TAB member, the local association serving the city in which the nominee resides will serve as the host for that non-member nominee.

If the nominee resides outside the state of Texas, TAB will serve as host for that nominee.

### **Induction Ceremony**

The induction ceremony shall take place at a time and place determined by the Board of Governors.

Induction activities shall be coordinated with the president of TAB and its executive director to eliminate scheduling conflicts and to insure TAB support and participation.

The new honorees, their families and special guests shall be invited to attend their induction events. Association staff will work with the inductees to ensure their participation.

The Governors will serve as hosts to the new honorees and their guests during induction events.

TEXAS ASSOCIATION of BUILDERS

*Texas Housing Hall of Honor*  
OFFICIAL APPLICATION

Entry Deadline: June 1

*(Due to publishing deadlines no late entries will be accepted)*

**Required enclosure: High-quality, four-color photo (head and shoulders only)  
of nominee in business attire.**

NAME OF NOMINEE: \_\_\_\_\_  
                                            First                                            Middle                                            Last                                            Suffix

TITLE: \_\_\_\_\_

COMPANY/ORGANIZATION/AGENCY: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_

FAX: (\_\_\_\_) \_\_\_\_\_ E-MAIL \_\_\_\_\_

CANDIDATE CATEGORY:

- \_\_\_\_\_ Builder/Developer/Remodeler
- \_\_\_\_\_ Trades professional or supplier
- \_\_\_\_\_ Government
- \_\_\_\_\_ Industry-allied professional

SUBMITTED BY: \_\_\_\_\_  
                                            First                                            Last

TITLE: \_\_\_\_\_

COMPANY/ORGANIZATION/AGENCY: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_

FAX: (\_\_\_\_) \_\_\_\_\_ E-MAIL \_\_\_\_\_

LOCAL HBA \_\_\_\_\_

**Mail to: Mary Castetter, Staff Liaison, Texas Housing Hall of Honor,  
Texas Association of Builders, 313 E. 12th Street, Ste. 210, Austin, TX 78701**

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*Texas Housing Hall of Honor*  
OFFICIAL APPLICATION

Entry Deadline: June 1

*(Due to publishing deadlines no late entries will be accepted)*

Name of Nominee: \_\_\_\_\_

Limit your responses to 250 words per question, using 12-point font size. Write N/A if the item is not applicable to the nominee. All responses must be typed or computer-generated.

1. Describe the significant and lasting contributions the nominee has made to the housing industry in Texas.
2. Explain why the nominee should be elected to the Texas Housing Hall of Honor.
3. List in chronological order and explain the services the nominee has performed for his/her local, state and national home builders associations.
4. List in chronological order and explain the services the nominee has performed in housing-related activities at the local, state, national and international levels.
5. List in chronological order the services the nominee has performed for his/her community.
6. List in chronological order the housing industry-related awards and honors the nominee has received.

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