



North Dakota Association of Assessing Officers, Inc.

The annual meeting of the North Dakota Association of Assessing Officers convened at 1:30 p.m. on Monday, August 13, 2007, at the Comfort Inn in Bismarck.

Following is a list of attendees:

James Albrecht	Barb Hettich	Norm Preble
Robert Aller	Sara Hewson	Dana Pulfrey
Marie Anderson	James Hilzendeger	George Railsback
Lynn Arthaud	Paul Houdek	Dave Ramstad
Richard Barta	Ellen Huffman	Jerry Ratzlaff
Tami Braaten	Lauren Hunze	Kristie Reinke
Diane Brines	Ben Hushka	Dawn Roppel
Carla Broadland	Brenda Johnson	Leon Samuel
Kristen Buckmier	Kimberly Kainz	Dusty Schlecht
Mel Carsen	Ruth Keller	Stacey Schmitt
Marie Challes	Frank Klein	Jacquelyn Schulte
LuElla Dahme	Lori Knox	Amber Sieber
Charles DeFoe	Robert Kocer	Donald Siebert
Ardella Deis	Cyndy Kolle	Wayne Stevenson
Ross Dettmann	Betty Koslofsky	Kevin Ternes
Tracey Dolezal	Jeff Langley	Justine Thompson
Julie Doyle	Michelle Linstad	Muriel Ulrich
Damon Druse	Mitch Marcuson	Kelly Vincent
Betty (B. J.) Edwardson	Shane Marcuson	Cynthia Wahl
Robert Ehler	Gary Martinson	Natalie Wandler
Gary Emter	Cindy Melby	Dana Wanner

Ralph Evert
Sue Finneman
Paul Fracassi
Wayne Ham
Lori Hanson
Stacey Heckaman
Delbert Heil
John Herz

Linda Morris
Brion Norby
Richard O'Connor
Duane Olson
Cheryl Overby
Casey J Patzner
Alice Pekarski
Lisa Peterson

Laurie Whitehead
Wanda Wilcox
Debra Wisness
Dean Wixo
Darrell Wollan
Jan Zent
Barb Zerface

President Ternes opened the session by introducing the executive board. All attendees also introduced themselves and indicated if they had been in the assessment field less than one year.

President Ternes asked for approval of the minutes of the 2006 annual meeting. Motion by John Herz, seconded by Jeff Langley, to approve the minutes as presented. Motion carried.

Wanda Wilcox reported that the Auditing Committee comprised of Wanda Wilcox and John Herz completed the audit of the financial records. The financial records are complete and in excellent condition. The Treasurer's Report is on file with the Treasurer.

Report of Officers:

Secretary Treasurer Lisa Peterson reported that the membership count is at one hundred seven members with an increase in membership.

The finances of the association were discussed at length. Gary Emter, our representative with the North Dakota Association of Counties, discussed the expenses associated with that organization. Gary Martinson explained the responsibilities of the delegates for the North

Central Regional Association of Assessing Officers. A question was raised whether we are required to file an income tax report to the State Tax Department or IRS for our Certificate of Deposit. An accountant has been contacted and we are waiting for the outcome of his research.

The directors for the North Central Regional Association of Assessing Officers were introduced. They are Gary Martinson, Ross Dettmann and Terry Radi.

Gary Emter reported on the NCRAAO conference held in June in Sioux Falls, South Dakota. Twenty seven people from North Dakota attended the conference. The 2008 NCRAAO conference will be held in Green Bay, Wisconsin, on June 15th through 17th, 2008. Linda Morris was the winner of the door prize to attend the NCRAAO conference next year.

Report of Regular Committees:

The Executive Committee reported that our dues contribute about \$3,000 to our income with expenses running \$6,000 to \$6,200 each year. A recommended change to our by-laws regarding the dues amount has been distributed to the membership.

Lori Hanson, Chairman of the Membership Committee, reported that the committee has been working on a brochure for the Association and is close to completion.

Gary Emter reported for the Legislative Committee. Leon Samuel commented on the legislation regarding the Notices of Increase.

Report of Standing or Special Committees:

Gary Martinson, Chairman of the Education Committee, discussed the recent courses that had been offered by the State Tax Department. The Tax Administration course had been completely reviewed with some positive changes made to the format. The Residential Mass Appraisal course that was offered last fall also received positive reviews from the participants. The Agricultural course still needs to be reviewed and some changes suggested.

LuElla Dahme reported the following on certification and tax department courses:

Assessment Education & Certification
2007 NDAAO Conference

Assessment Courses Conducted Since August 2006

Course 201-B	Mass Appraisal of Residential Property	Nov. 13-17, 2006
Course 101	Tax Administration	May 14-18, 2007

Assessment Courses Scheduled Before August 2008

Course 203-C	Commercial Property Appraisal - Application of 3 Approaches to Value	Oct. 29 - Nov. 2, 2007
Course 202	Agricultural Land Valuation	May 12-16, 2008

Assessment Officials Appointed Since August 2006

Betty Koslofsky	Tax Director - Barnes County
Tami Braaten	Tax Director - Cavalier County
Richard O'Connor	Tax Director - Eddy & Foster Counties
Amber Sieber	Tax Director - Grand Forks County
Kelly Vincent	Tax Director - Griggs County
Jim Albrecht	Tax Director - Kidder County
Diane Schwandt	Tax Director - Rolette County
Barb Hettich	Tax Director - Sioux County
Kristen Buckmier	Tax Director - Towner County

Assessment Officials Certified After August 1, 2006

Class I City Assessor (*Minimum 150 hrs. within 3 yrs. of appointment*)
Shawna Gooch-Egge - Williams County Assessor

County Director of Tax Equalization (*Minimum 190 hrs. within 3 yrs. of appointment*)

Dean Pearson	Bowman County Tax Director
Stacey Heckaman	Golden Valley County Tax Director
Alice Pekarski	Stutsman County Assessor

Continuing Education Credit Allowed for 2007 NDAAO Conference
Monday through Thursday: total = 16.25 hrs. cec

Lynn Arthaud, Chairman of the Technology Committee, reported they were working on bringing in vendors in October following the NDACo's Conference to demonstrate and discuss GIS and soil applications.

The six regions of the state reported on activities and meetings held throughout the year.

Communications:

A letter has been received from the North Dakota Association of Counties regarding appointments that need to be made for a representative and delegates for that organization. Also, the International Association of Assessing Officers had contacted the Association regarding a free registration for any member that was interested in going to the IAAO conference held in Atlanta, GA. Mel Carsen of the City of Grand Forks was awarded the free registration.

Unfinished Business:

There was no unfinished business.

New Business:

Motion by Gary Emter that the membership dues for regular, associate, subscribing and affiliate members be increased to \$30.00, seconded by Richard Barta. The definitions for each membership type were defined. All voted "aye". Motion carried.

Election of Officers:

Jacqueline Schulte, Chairman of the Nominating Committee, presented the following nominations for office:

President:	Jerry Ratzlaff
Vice President:	Lisa Peterson
	Dave Ramstad
Sec.-Treas.:	Wanda Wilcox

There were no nominations from the floor for president, vice president or secretary-treasurer.

Sue Finneman, John Herz and LuElla Dahme distributed and counted the ballots. The results were:

President:	Jerry Ratzlaff	78 votes
Vice President:	Lisa Peterson	71 votes
	Dave Ramstad	8 votes
Sec.-Treas.:	Wanda Wilcox	78 votes

The drawing for the clock that was donated by the NDACo's was won by Marie Anderson. The drawing for a stay at the Comfort Inn was won by Lori Hanson.

On behalf of the Association, newly elected President Jerry Ratzlaff expressed our appreciation to Kevin Ternes for his dedicated service to the Association and presented him with a gift from the membership. Appreciation was also expressed to Gary Emter for his service to the Association.

There being no further business the meeting was adjourned.

Respectively submitted,
Lisa Peterson
Secretary/Treasurer