



North Dakota Association of Assessing Officers, Inc.

Call to Order:

The annual meeting of the North Dakota Association of Assessing Officers convened at 1:30 p.m. on Monday, August 11, 2008, at the Comfort Inn in Bismarck, ND.

Members Present:

Betty Koslofsky	BJ Edwardson	Ellen Huffman	Lynn Arthaud	Brenda Johnson
Casey J Patzner	Debra Goodsell	Justine Thompson	Robert Aller	Ross Dettman
Lisa Peterson	Dean Pearson	Ryan Ehli	Sue Finneman	Frank Klein
Tami Braaten	Gary Martinson	Jeff Langley	Deb Kirschenheiter	Jan Zent
Kim Kainz	Tracey Dolezal	Richard O'Connor	Ardella Deis	Ben Hushka
Janell Walz	Mitch Marcuson	Robert Harshberger	Terry Radi	David Kaufman
Stacey Heckaman	Doug Moen	Mel Carson	Paul Houdek	Amber Vaughn
Muriel Ulrich	Kelly Vincent	Darrell Wollan	James Albrecht	Harmony Rode
Ralph Evert	James Hilzendeger	Richard Barta	Jennifer Jordan	Delbert Heil
Barb Bauman	Debra Wisness	Lauren Hunze	Gary Emter	Dusty Schlecht
Kevin Ternes	Leon Samuel	Lori Hanson	LuElla Dahme	Michelle Linstad
Jacquelyn Schulte	Wayne Stevenson	Jerry Ratzlaff	Marie Anderson	Cheryl Overby
Sandy Riemann	Diane Schwandt	Norman Preble	Cynthia Wahl	Diane Brines
Natalie Wandler	Laurie Whitehead	Alice Pekarski	Kristen Buchmier	Linda Morris
Carla Broadland	Mike Vendsel	Paul Fracassi	Shane Marcuson	Wanda Wilcox
Shawna Gooch-Egge	Larry Osborn	Donald Siebert	Ruth Keller	Jolene Vidal
Janet Cron	Kristie Reinke			

Introductions:

President Ratzlaff opened the session by introducing the executive board. Introduction of members was done by each member standing and introducing themselves.

Minutes:

Minutes of the 2007 annual meeting held on August 13, 2007, were present to each member in their registration packets. The minutes were reviewed by the members. Ben Hushka made a motion to approve; seconded by Jeff Langley; motion carried.

Treasurer's Report / Audit:

Janet Cron reported that the Auditing Committee comprised of Janet Cron & Lori Hanson completed the annual audit of the financial records. The financial records were complete. The Annual Financial Report is on file with the Treasurer. Discussion took place on why the money in our account is lower than last year.

Report of Officers:

Secretary Treasurer Wanda Wilcox reported that the membership count is at 122 members up from 107 for 2007–2008.

Introduction of NCRAAO Directors:

President Ratzlaff introduced the directors for the North Central Regional Association of Assessing Officers. They are Gary Martinson, Terry Radi and Wanda Wilcox. Ben Hushka was also introduced as the NCRAAO Secretary.

Ben Hushka reported on the NCRAAO conference held June 14–17th in Green Bay, Wisconsin. Twenty five people from North Dakota attended the conference. The 2009 conference will be held June 14–17th in Coralville, Iowa. The 2010 conference will be held in Bloomington, MN, June 20–23rd. Ben informed the members about the good educational opportunities that NCRAAO has to offer during the conference. Paul Houdek was the winner of the door prize to attend the NCRAAO conference next year.

Report of Regular Committees:

Executive Committee: President Ratzlaff reported that according to a by-law pass last year, membership dues increased from \$25 to \$30 starting for 2008–2009 membership.

Membership Committee: Paul Fracassi, spokesperson for the Membership Committee, reported that the membership committee is looking at establishing a mentoring program where new members can rely on more experienced members to act as mentors sharing their expertise in the field. The committee will be looking at setting up an application for mentors to apply. An email update will be sent to the members later regarding this.

Janet Cron opened discussion on some members failing to pay dues unless it is necessary to take classes at a lower discounted rate. She felt that the money in our account could be higher if dues were paid by all members. LuElla Dahme made a motion for the membership committee to review this and report back. Delbert Heil seconded the motion. Motion carried.

Wanda will send statements to all current members who haven't paid their dues by the end of August.

Legislative Committee: Past President Kevin Ternes, Chairman of the Legislative Committee, asked that members make suggestions to the Executive Board on important topics that the Board should be following. He felt that we should provide info to members on what will happen if the law passes. It is apparent that as a membership that we put some energy into this legislative session but don't weigh-in on policy but address procedures only. He advises that we take baby steps while treading on new ground.

Report of Standing or Special Committees:

Historical Committee: Diane Brines, Chairman of the Historical Committee, reported that she is trying to find past NDAAO records. If any members has kept copies of previous minutes or agendas or anything on the organization to please pass the information on to her. Suggested contacts regarding where files may be included Chuck Krueger and Gwen Tatum. Discussion on where the scrapbooks were took place. They are currently in the possession of Linda Morris. Lori Hanson made a suggestion to keep the information once gathered in a central location. Mark Johnson, from the NDACo, offered such a space at their headquarters.

Education Committee: Lauren Hunze, Chairman of the Education Committee, commented that they appreciated the response to the email with suggestions from members about possible educational interests. A survey was handed out. Members were asked to rank their top three choices. Surveys will be returned to LuElla Dahme for future considerations.

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

Assessment Courses conducted since August, 2007 were Commercial Property Appraisal, Course #203-A, held Oct 29-Nov 2, 2007 had 65 students attending. Agricultural Land Valuation, Course #202, held May 12-16, 2008 had 51 students attending.

Upcoming assessment courses scheduled for the next year are: Principles and Theory of Value, Course #102, to be held Nov 17-21, 2008 and Teaching Appraisal Techniques, Course #303, to be held May 11-15, 2009.

She informed the members that Larry Osborn from Richland County will be offering an agricultural workshop based on his book Dec 1-3, 2008. Approximately 20 members expressed interest in attending this course.

Newly appointed Tax Directors are: Jennifer Jordan, McHenry County, who replaced Stacey Schmitt; Diane Schwandt, Rolette County, who replaced Bonnie Good; Mike Vendsel, Ward

County, who is replacing Don Siebert; Jana Hopkins, Wells County, who is replacing Cindy Melby; and Shawna Gooch–Egge, Williams County, who replaced Brion Norby.

Newly Appointed Class I City Assessors are: Linda Morris, Valley City, who replaced Dave Ramstad; and Shawna Gooch–Egge, Williston, who replaced Brion Norby. Also Debra Goodsell, has been appointed acting assessor for the City of Bismarck, replacing Kathy Maier.

Several members have become certified assessment officials since August, 1, 2007. The Class I City Assessors are: Debra Goodsell, Acting Assessor for City of Bismarck; Justine Thompson, Appraiser with City of Bismarck; Dena Hopson, Assessor with Cass County; Shane Marcuson, Appraiser with City of West Fargo; Janell Walz, Appraiser with City of Fargo; Jeff Langley, Tax Director for Dickey County; David Kaufman, Appraiser with City of Grand Forks; Deb Wisness, Tax Director with McKenzie County; Kim Kainz, Appraiser with City of Dickinson; Laurie Whitehead, Tax Director for Steele County; Ed Sevigny, Assessor with City of Grafton; Shari Olson, Appraiser for Ward County; and Karianne Bradley, Assessor with Williams County.

The County Directors of Tax Equalization are: Cheryl Overby, Tax Director with Renville County; Heidi Perry, Tax Director for Slope County; Brion Norby, Tax Director for Williams County and Kristen Buckmier, Tax Director with Towner County.

LuElla also informed members that 12 hours of continuing education will be granted for those completing the education workshop “Basic Mass Appraisal Applications for Assessors” on Wednesday and Thursday.

Technology Committee:

Lynn Arthaud, Chairman of the Technology Committee, reported on the GIS Soils Workshop held last October. There were 40 members in attendance. There was also discussion on the wall charts prepared by the Technology Committee showing who is using what programs. These could also be useful with the mentoring program in pairing members with mentors who are also using the same programs. Discussion took place on an NDAAO website with concerns voiced regarding upkeep of web sites and how they become stale without upkeep.

Reports by Region:

The six regional presidents reported on activities and meetings held throughout the year.

Region 1: President Wayne Stevenson discussed the Lake Metigoshi Tour.

Region 2: President Diane Brines issued a Beach Party Challenge to all other regions. Her region has purchased a traveling trophy to award to the top region.

Regions 3: Member Brenda Johnson reported that their region currently is presidentless since Linda Morris accepted a job in Valley City as she is now part of Region 6. Members had attended other regional meetings.

Region 4: There was no report of region activities from the region.

Region 5: President Darrell Wollan reported that Region 5 combined forces with Region 6 for three meetings this past year.

Region 6:

President Frank Klein informed the members that Region 6 had held fall, winter and spring meetings. A local realtor discuss market trends; Larry Osborn gave a presentation on Ag land valuation; there was a tour of the IH Case Plant in Fargo and Marcy Dickerson, State Supervisor of Assessments, frequently attended the meetings to give updates on various concerns and lead discussions on topics.

Communications:

President Ratzlaff indicated that the Assessment Officials Library housed at the State Tax Commissioner's Office is not used enough. He indicated that there are books on how to appraise specialized properties like Shopping centers and golf courses available. Also videos are available for assessor's seminars. Anyone interested in checking out information should contact LuElla Dahme.

Unfinished Business:

There was no unfinished business.

New Business:

President Ratzlaff informed the group about the life memberships given to retired assessment officials. There were no new nominations for the current year.

Gary Emter gave an overview of last years NDACo meeting. Seventeen tax directors were in attendance. This is the fourth year that tax directors have been eligible for membership in NDACo. Cheryl Overby and Lisa Peterson are NDAAO delegates. The upcoming meeting will be held in Bismarck October 5-7, 2008.

There was general discussion held on the concerns of assessors regarding open records. Many jurisdictions have been contacted by various companies wishing to purchase assessment data for private use.

Past President Ternes informed the membership that the League of Cities will be held in Fargo Sept 25–27, 2008. LuElla Dahme will be giving a presentation on Thursday, Sept 25th for the assessor's workshop on the Property Tax System in ND.

The drawing for the thermos that was donated by the NDACo's was won by Diane Brines. The drawing for a weekend stay at the Comfort Inn was won by Dean Pearson.

Larry Osborn mentioned that a glacier tour will be held again in his area of the state. The tour will be held Sept 18th from 9 to 3 pm viewing an area from Forman, ND to the SD border.

President Ratzlaff informed members that there would be two breakout meetings following the meeting. A county user group and a Vanguard user group would be meeting. Before the meeting adjourned a group picture would be taken to update a three year old picture in the IAAO files.

There being no further business President Ratzlaff asked for adjournment. Lori Hanson made a motion to adjourn; seconded by Gary Emter.

Respectively submitted,

Wanda Wilcox
Secretary/Treasurer