



North Dakota Association of Assessing Officers, Inc.

Call to Order:

The annual meeting of the North Dakota Association of Assessing Officers convened at 1:45p.m. on Monday, August 9, 2010, at the Comfort Inn in Bismarck, ND.

Members Present:

Amber Vaughn	Ardella Deis	Barb Zerface	Barbara Anderson	Ben Hushka
Betty Koslofsky	BJ Edwardson	Brenda Johnson	Carla Broadland	Casey Patzner
Cheryl Overby	Chuck DeFoe	Cynthia Wahl	Darrell Wollan	Dean Pearson
Deb Kirschenheiter	Debra Goodsell	Delbert Heil	Diane Brines	Diane Schwandt
Deidre Berquist	Don Flaherty	Duane Olson	Dusty Schlecht	Eric Bertsch
Gary Emter	Harmony Rode	Heather Kippen	Jacquelyn Schulte	James Albrecht
Jan Zent	Janell Walz	Janet Cron	Jerry Ratzlaff	John Herz
James Hilzendeger	Julie Straabe	Justine Thompson	Kevin Ternes	Kim Kainz
Kristie Reinke	Jon Benz	Lauren Hunze	Laurie Whitehead	Leon Samuel
Linda Morris	Lisa Peterson	Lori Hanson	Mel Carsen	Melissa Hollen
Michelle Linstad	Mike Vendsel	Muriel Ulrich	Natalie Wandler	Nick Lee
Paul Fracassi	Ralph Evert	Randy Thompson	Richard Barta	Richard O'Connor
Robert Aller	Ross Dettmann	Ryan Ehli	Ryan Oberg	Sandra Hanson
Sandy Fossom	Shane Marcuson	Shari Olson	Shawna Gooche-Egge	Stacey Heckaman
Sue Finneman	Todd Schreiner	Tracey Dolezal	Wanda Wilcox	Wayne Stevenson

Introductions:

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

Minutes:

Minutes of the 2009 annual meeting held on August 10, 2009, were provided to each member in their registration packets. The minutes were reviewed by the members. Richard Barta made a motion to approve; seconded by John Herz; motion carried.

Treasurer's Report / Audit:

Tracey Dolezal reported for the Auditing Committee. Tracey along with John Herz completed the annual audit of the financial records. The financial records were complete. The Annual Financial Report is on file

with the Treasurer. Lori Hanson made a motion to accept the treasurer's report; seconded by Dean Pearson; motion carried.

Report of Officers

President Peterson reported that after all the preparation it was nice to finally be at conference. Vice President Morris encouraged anyone with questions about the conference events to please contact a board member for assistance. Secretary/Treasurer Wilcox reported that board had gone through a lot of old records. She commented that she found it interesting that the conference fee had not changed significantly in the last 12-15 years. She thanked the efforts of committee members who work hard to bring a good conference at a reasonable price.

Introduction of NCRAAO Directors:

President Peterson introduced the directors for the North Central Regional Association of Assessing Officers. They are Kevin Ternes, Lisa Peterson and Wanda Wilcox.

Diane Brines won the scholarship to attend the 2010 NCRAAO conference in Bloomington, MN. She thanked the members for giving her the opportunity to attend & reported on the different classes offered. She commented that there were over 35 NDAAO members who attend the Bloomington Conference which was an extremely high state turnout. The 2011 conference will be held in Topeka, Kansas June 13-15th. Members were informed about the good educational opportunities that NCRAAO has to offer during the conference and encouraged to attend. John Herz was the winner of the \$500 scholarship to attend the NCRAAO conference next year.

Report of Regular Committees:

Executive Committee: President Peterson applauded Linda Morris and other members for a well planned conference.

Membership Committee: Paul Fracassi, Membership Chairman, informed the members that his committee is looking at recognizing members who have reached milestone years with our organization. The membership committee will now be presenting certificates for members who have 5-10-15-20 or more in 5 year increments. He presented certificates to the following members:

Thirty Five Years:	Leon Samuel
Thirty Years:	Robert Lequire
Twenty-Five Years:	Mitch Marcuson, Ross Dettmann
Twenty Years:	Wayne Ham
Ten Years:	Sue Finneman
Five Years:	Dana Wanner, Justine Thompson, Heidi Perry, Edward Sevigny

Paul showed a plaque that was made for display at the ND Tax Commissioner's Office that has an engraved plate for every member who has 25 years or more of membership with the organization. Mel Carsen, Grand Forks City, is our longest member with 41 years.

Legislative Committee: Past President Ratzlaff reported that since it has been a non-legislative year there has not been too much happening. Tax committees will be forming soon and he will try to keep members posted on what is happening there.

Report of Standing or Special Committees:

Historical Committee: Gary Emter, Historical Committee Chairman, stated that the Executive Board along with the Historical Committee did a house cleaning of the old NDAAO records. Files were dealt with according to ND record retentions law. He thanked members for getting their pictures taken during registration. He explained that the photos will be placed on a map that Sidwell is making showing tax directors / assessor in their jurisdictions.

Education Committee: Amber Vaughn, Education Committee Chairwoman, reported the following on certification and tax department courses:

Upcoming assessment courses scheduled for the next year are: Commercial Property Appraisal Course # 203 will be held October 25 – 29, 2010 and Principles & Theory of Value, Course # 102, will be held May 9-13, 2011.

Assessment Courses conducted since August, 2009 were Residential Course #201C held November 16-20, 2009 with 46 registrants and Tax Administration Course # 101 held May 10-14, 2010 with 27 attendees.

Newly appointed Tax Directors are: Kristen Hillier who replaces Erin Kartes in Cavalier County; Sandy Hanson who replaced Norm Preble in Sargent County. Heather Kippen is now the Divide County director after the retirement of Susan Bummer. Sandy Fossom in Richland County also took over after the retirement of Larry Osborn. Deidre Berquist replaces Deb Wisness in McKenzie County.

Several members have become certified assessment officials since August, 1, 2009. This year certified as a Class I City Assessors was: Paul Fracassi with West Fargo City; Jolene Vidal with the ND State Tax Commissioner's Office; Casey Pratzner with the City of Bismarck; Jason Wark with Fargo City; George Railsback with the City of Mandan and Dusty Schlecht with the City of Minot. The Directors of Tax Equalization are: Jim Albrecht, Kidder County; Addie Berg with Bottineau County; Richard O'Connor with Eddy & Foster Counties; Diane Schwandt with Rollette County and Barb Hettich with Sioux County.

Technology Committee:

Ben Hushka, Chairman of the Technology Committee, asked that members remember to share technology ideas with other members. Also if anyone has any forms to share they are welcome to put them on the webpage.

Reports by Region:

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

Region 1: President Wayne Stevenson had nothing to report.

Region 2: President Jan Zent reported that their region had a tour of homes and had Marcy give a presentation on tolerance & legislative issues.

Region 3: President Brenda Johnson reported that their region met only once in the past year.

Region 4: President Jerry Ratzlaff reported that their region has been inactive.

Region 5: President Darrell Wollan reported that Region 5 met one time in Jamestown this past year.

Region 6: President Nick Lee informed the members that Region 6 met twice. The last meeting included a tour of an electrical harness plant followed by a meeting with just general discussion.

Introduction of Vendors:

Mel Obbink from Sidwell, Inc introduced the four vendors / sponsors attending our annual conference. Each gave a brief comment on their company. Those speaking were Ryan Ehli for Vanguard Appraisals; Dean Larson, Pictometry; Doug Osterloh for TY Pickett; & Mel Obbink from Sidwell, Inc.

Unfinished Business:

There was no unfinished business.

New Business:

Life Memberships: President Peterson asked for life time memberships from the members present. She stated that we had two written applications for Marie Challes, Williams County, & Larry Osborn, Richland County. No further nominations were received from the floor. Janell Walz made a motion; seconded by Tracey Dolezal to recommend that the Executive Board grant life memberships to Marie & Larry. This recommendation will be voted on at the next Executive Board meeting.

NDACo Annual Conference: Cheryl Overby and Lori Hanson are NDACo delegates from our association. Cheryl gave an update of the 2009 NDACo Annual Conference. The next one is scheduled for October 10-13th with the theme "Counties: Count on Us."

General Discussion:

General discussion took place on a request by both Mark Johnson from NDACo, & Cory Fong, ND Tax Commissioner, on possible legislation regarding the role of the State Tax Commission & the State Board of Equalization. The discussion was led by Kevin Ternes. Items discussed included whether or not we can do this as a group; where will the funding come from to have the state more involved and specifying the number of years between re-assessments could be costly; & should we meet again before the August 24th deadline or just email. It was the decision of the members to write down your input, submit it to President Peterson prior to August 24th so there is time to review the information.

Drawings: A drawing was held for a door prize that was donated by NDACo. The clock was won by Darrell Wollan. There were three monetary door prizes donated by TY Pickett which were won by Janet Cron, Burke County; Kim Kainz, Dickinson; & Casey Patzner, Bismarck.

There being no further business President Peterson asked for adjournment. Carla Broadland made a motion to adjourn; seconded by Richard O'Connor

Respectively submitted,

Wanda Wilcox
Secretary/Treasurer