



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 8, 2011, at the Comfort Inn in Bismarck, ND.

Members Present:

Allan Vietmeier	Amber Gudajtes	April Brooks	Ardella Deis	Barb Zerface
Barbara Anderson	Ben Hushka	Betty Koslofsky	Brenda Johnson	Casey Patzner
Courtney Lovaas	Cynthia Wahl	Darrell Wollan	Dean Pearson	Deidre Berquist
Deb Kirschenheiter	Delbert Heil	Diane Brines	Diane Schwandt	Don Flaherty
Emily Halvorson	Gary Emter	Gary Martinson	Gayle Lawson	George Railsback
Harmony Rode	Heather Kippen	Henry Gerving	Jacquelyn Schulte	James Albrecht
Jan Zent	James Hilzendeger	Janell Walz	Janet Cron	Jason Wark
Jerry Ratzlaff	Joe Hirshfeld	John Herz	Justine Thompson	Kari Donner
Kevin Ternes	Kim Kainz	Kristie Reinke	Lauren Hunze	Linda Morris
Lisa Peterson	Lori Hanson	Mel Carsen	Mel Obbink	Melissa Hollen
Michelle Linstad	Mike Vendsel	Muriel Ulrich	Natalie Wandler	Nick Lee
Paul Fracassi	Ralph Evert	Randy Thompson	Richard Barta	Richard O'Connor
Rick Score	Robert Aller	Ross Dettmann	Robert Ehler	Ryan Ehli
Ryan Oberg	Sandy Fossom	Sandy Hanson	Shane Marcuson	Shirley Shaw
Shawna Gooche-Egge	Toni Hible	Todd Schreiner	Tracey Dolezal	Wanda Wilcox
Wayne Ham	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 2010 annual meeting held on August 9, 2010, 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 Shawna Gooche-Egge; 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. Tracey Dolezal made a motion to accept the treasurer's report; seconded by John Herz; motion carried.

Report of Officers

President Peterson reported that after all the preparation it was nice to finally be at conference. She mentioned that there are on-going meetings for future education and workshops taking place. Vice President Morris encouraged anyone with questions about the conference events to please contact a board member for assistance. Secretary/Treasurer Wilcox reported that IAAO is offering a "Certificate of Excellence in Assessment Administration" and any jurisdiction wanting to participate should pick up a brochure from her.

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.

John Herz won the scholarship to attend the 2011 NCRAAO conference in Topeka, KS. He thanked the members for giving him the opportunity to attend. He gave a brief overview on all the classes and events held at NCRAAO. He commented that there were approximately 12 NDAAO members who attend the Kansas Conference. The 2012 conference will be held in Kansas City, MO, on June 11-14th. Members were informed about the good educational opportunities that NCRAAO has to offer during the conference and encouraged to attend. Kevin Ternes, Vice President of NCRAAO, gave a brief talk on NCRAAO 2013. North Dakota will be the conference hosts at the Doublewood Inn, Fargo. The 2013 NCRAAO will be held June 16 – 20th. Kevin listed all the members of the steering committees who are helping to start preparation. A drawing was held and Rick Score 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, recognized members who have reached milestone years with our organization. The membership committee presents 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:	Robert Aller, Lauren Hunze, Ben Hushka, Marcy Dickerson
Thirty Years:	Diane Brines, Noel Johnson, Muriel Ulrich
Twenty Years:	Kevin Ternes
Ten Years:	Betty Koslofsky, Carla Broadland, Chuck Defoe
Five Years:	Ardella Deis, Paul Fracassi, Kristen Hiller, Shane Marcuson, Kristie Reinke, Shari Olson, Dawn Roppel, Dusty Schlecht, Julie Straabe

Legislative Committee: Past President Jerry Ratzlaff, Legislative Chairman, thanked Ben Hushka for tracking the bills and keeping all members informed on the status of them. He stated that NDAAO doesn't

take a stand for or against specific bills because not every jurisdiction takes the same position. It is up to individuals to stay informed on legislation that may affect their offices.

Report of Standing or Special Committees:

Historical Committee: Gary Emter, Historical Committee Chairman, stated that his group is working on a game to help NDAAO Members learn about the history of our organization.

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

Assessment Courses conducted since August, 2010 were Commercial Property Appraisal Course # 203-A held in October with 34 students attending and Principles & Theory of Value Course # 102, held in May had 28 students attending.

Upcoming assessment courses scheduled for the next year are: Ag Land Course #202 to be held on November 14-18, 2011 and Teaching Appraisal Techniques Course #303 to be held May 7-11, 2012. There is also a course being offered September 18-23, 2011 in Pierre, South Dakota which will substitute for Course #102.

Newly appointed Tax Directors are: Randy Thompson who replaces Ellen Huffman in Benson County after her retirement ~ Dana Wanner who replaces Lynn Arthaud in Billings County ~ Allan Veitmeier replaces Cindy Lang-Benjamin in Burleigh County ~ Henry Gerving replaces Stacey Swanson in Golden Valley County after her move to Billings County ~ Linda Morris replaces Leon Samuel in Morton County after his retirement ~ Gayle Lawson replaces Cheryl Overby in Renville County ~ April Brooks is the replacement for Heidi Perry in Slope County ~ Emily Halvorson is the replacement for Laurie Whitehead in Steele County and Toni Hible has been hired to succeed Noel Johnson in Stutsman County.

Newly appointed City Assessors were: Joe Hirschfeld who replaces Jan Zent in the City of Dickinson.

Several members have become certified assessment officials since August, 1, 2010. This year certified as a Class I City Assessors were: Nick Lee, City Assessor, Valley City ~ Adriana Foley, Property Appraiser, Fargo City ~ Don Flaherty, Tax Director, Dickey County ~ Harmony Rode, Deputy Tax Director, LaMoure County. The Directors of Tax Equalization are: Jennifer Stewart, Tax Director, McHenry County.

Technology Committee:

Ben Hushka, Chairman of the Technology Committee, asked that members remember to share technology ideas with other members. He stated that his committee has not been very active this past year.

Certification Committee:

Kevin Ternes, Chairman of the Certification Committee, stated that his group has wrapped up the work on re-establishing the North Dakota Registered Assessment Appraiser (NDRAA) certification. It would require

completing an additional 2-3 classes, doing an assessment project and testing. This is resulting in some by-law changes that we would be review later in the meeting.

Reports by Region:

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

Region 1: Lori Hanson reported that they met in Minot and Kevin set up a tour of new construction projects and they also discussed the man camps being placed throughout their region.

Region 2: Diane Brines reported that the region had been inactive this past year.

Region 3: Ardella Deis reported that their region held a meeting where the flooding issues were discussed.

Region 4: Amber Gudajtes reported that their region has been inactive. She said that their region was invited to participate with Region 6 and she had chosen to join their meeting.

Region 5: Darrell Wollan reported that Region 5 met in the fall to discuss anticipated 2011 legislation.

Region 6: Nick Lee informed the members that Region 6 met three times. Since it was a legislation year, the meetings focused on those issues.

Introduction of Vendors:

President Peterson introduced the five vendors / sponsors attending our annual conference. Each gave a brief comment on their company. Those speaking were Brenda Wilson from GSI Workshop, Inc; Robert Ehler for Vanguard Appraisals; Dean Larson, Pictometry; Bob Lein for TY Pickett; & Mel Obbink from Sidwell, Inc.

Unfinished Business:

There was no unfinished business.

New Business:

By-Law Changes: Kevin Ternes, Certification Committee Chairman, spoke to clarify the proposed by-law changes regarding the NDRAA designation. The proposal was emailed to all members several weeks before the conference for their review. Don Flaherty made a motion to approve the by-law change as proposed; seconded by Betty Koslofsky; motion carried.

Life Memberships: President Peterson asked for life time memberships from the members present. She stated that we had written applications for Marie Anderson, Ransom County; Jan Zent, City of Dickinson; Ellen Huffman, Benson County; Leon Samuel, Morton County; and Lynn Arthaud, Billings County. No further nominations were received from the floor. Richard Barta made a motion; seconded by Tracey

Dolezal to recommend that the Executive Board grant life memberships to those 5 members. This recommendation will be voted on at the next Executive Board meeting.

NDACo Annual Conference: Cheryl Overby and Lori Hanson were the 2010 NDACo delegates from our association. Lori gave an update of the 2010 NDACo Annual Conference. The next one is scheduled for October 16 - 19th with the theme "Counties: Engerized!"

Election of Officers for 2011-2013:

Kim Kainz, Chairman of the Nominating Committee, submitted the following names as nominations for the executive board: Linda Morris, President ~ Dean Pearson, Vice President ~ Wanda Wilcox, Secretary / Treasurer. She asked for nominations from the floor. There being no nominations from the floor, Jim Hilzendeger moved and Lori Hanson seconded that nominations cease; motion carried. Kevin Ternes moved and Richard O'Connor seconded that a unanimous vote be cast for the nominees; motion carried.

General Discussion:

Shawna Gooche-Egge gave an update on the Man Camp status in the western part of North Dakota. She will be organizing a super regional meeting to tour one of the camps.

Recognition:

Linda Morris presented out-going president Lisa Peterson with a bracelet and charm as a thank-you from the NDAAO members for everything that Lisa did for the organization during her term as president.

Drawings:

Sandy Fossum was the winner of the door-prize drawing that was donated by NDACo.

There being no further business President Peterson asked for adjournment. Mike Vendsel made a motion to adjourn; seconded by Randy Thompson; motion carried. Members were asked to remain in the room for a group picture following the meeting.

Respectively submitted,

Wanda Wilcox
Secretary/Treasurer