



## 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 13, 2012, at the Comfort Inn in Bismarck, ND.

### **Members Present:**

Addie Berg	Allan Vietmeier	Alison Sorenson	Amber Gudajtes	Ardella Deis
Barb Zerface	Barbara Anderson	Barbara Hettich	Becky Schafer	Ben Hushka
Betty Koslofsky	Brenda Johnson	Carla Broadland	Casey Patzner	Cheryl Whitty
Courtney Lovaas	Cynthia Wahl	Damon Druse	Dana Wahus	Darcy Anderson
Darrell Wollan	Dean Pearson	Deb Kirschenheiter	Delbert Heil	Diana Krause
Diane Brines	Diane Schwandt	Don Flaherty	Dustin Bakken	Ed Sevigny
Emily Halvorson	Frank Klein	Gary Emter	Heather Kippen	James Albrecht
Jana Schimelfenig	Janet Cron	Jerry Ratzlaff	Joe Hirshfeld	John Herz
Judy Haaland	Julie Straabe	Justine Thompson	Kevin Ternes	Kim Schuler
Kristie Reinke	Kristen Hillier	L Jon Benz	Linda Morris	Lisa Peterson
Lori Hanson	LuElla Dahme	Lynn Kubas	Marcia Lamb	Mary Wild
Mel Obbink	Michelle Linstad	Mike Vendsel	Muriel Ulrich	Natalie Wandler
Nick Brossart	Nick Lee	Paul Fracassi	Paul Houdek	Paula Fedder
Randy Thompson	Richard Barta	Richard O'Connor	Rick Score	Robert Aller
Ross Dettmann	Robert Ehler	Ryan Ehli	Ryan Oberg	Sandy Fossum
Sandy Hanson	Shawna Gooche-Egge	Shawna Paul	Shelli Idyle	Shellie Smette
Shirley Shaw	Teri Schulte	Stacey Swanson	Todd Schreiner	Trisha Laine Tyler
Perleberg	Wanda Wilcox	Bob Lehn	Brenda Wilson	Dean Larson
Lori Knox	Mel Obbink			

### **Introductions:**

President Linda Morris opened the session by introducing the executive board.

President:	Linda Morris, Morton County
Vice President:	Dean Pearson, Bowman County
Past President:	Lisa Peterson, Bottineau County
Sec / Treasurer:	Wanda Wilcox, City of West Fargo
Member-at-Large:	Paul Houdek, City of Grand Forks

Introduction of members was done by each member standing and introducing themselves.

### **Minutes:**

Minutes of the 2011 annual meeting held on August 8, 2011, 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 Gary Emter; motion carried.

### **Treasurer's Report / Audit:**

Lori Hanson reported for the Auditing Committee. Lori along with Diane Brines completed the annual audit of the financial records. The financial records were complete. The Annual Financial Report is on file with the Treasurer. John Herz made a motion to accept the treasurer's report; seconded by Carla Broadland; motion carried.

### **Report of Officers**

President Morris thanked the Executive Board for the time and consideration in preparing the annual conference. Vice President Pearson thanked Linda for all her hard work and dedication to our organization.

### **Introduction of NCRAAO Directors:**

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

Kevin gave an overview of the 2012 NCRAAO conference in Kansas City, MO. He encouraged the NDAAO members to take advantage of the fact that the 2013 conference will be held in Fargo, June 16 – 20th. Comments included what a help networking with other states can be when we need assistance with complex issues or something new to our area. He stated that Amber Gudajtes has prepared an education session that is top of the line.

A drawing was held for two registration certificates to the 2013 NCRAAO conference. Nick Brossart & Shellie Smette were the winners.

### **Introduction of NDACo Delegate & Directors:**

Terry Traynor, NDACo, addressed the membership with information on who NDACo is and what role it plays for tax directors. He encouraged anyone interested in attending their annual conference to do so. Jerry Ratzlaff is the NDACo Director. Lisa Peterson and Lori Hanson are the delegates. Jerry informed the group that he attends quarterly meetings and was happy to serve.

### **Report of Regular Committees:**

**Executive Committee:** President Morris thanked everyone who has volunteered to serve on a committee stating that without them our association could not operate. Kevin Ternes encouraged NDAAO members to volunteer to serve on the various committees with NDAAO. The experience gained by volunteering is insurmountable.

**Membership Committee:** Lori Hanson, Membership Chairman, informed the group that membership committee met that morning. She welcomed new members and asked how we could assist the new

members with their needs. Suggestions were also discussed on how they can find out about our association and how NDAAO can discover who the new appointees are and welcome them into our association. She 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. She presented certificates to the following members:

Thirty Five Years:	Gary Emter, Mary Wild, Doug Moen, Rich Barta, Janet Cron
Thirty Years:	Gary Martinson, Darrell Wollen
Twenty Five Years:	Jon Benz
Twenty Years:	Wanda Wilcox
Fifteen Years:	Amber Gudajtes, Lisa Peterson, Donna Wolf
Ten Years:	Brenda Johnson, Lori Knox, Linda Morris, Janell Walz, Natalie Wandler
Five Years:	Jim Albrecht, Addie Berg, Judy Brosz, Ryan Ehli, Deb Goodsell, Nick Lee, Mel Obbink, Richard O'Connor, Casey Patzner, Harmony Rode, Diane Schwandt

Lori also presented three names that had applications for Lifetime Membership in NDAAO. Those individuals were Mel Carson, retired Grand Forks City Assessor; Lauren Hunze, retired McLean County Tax Director; and Jim Hilzendegger, retired Logan County Tax Director. Lori asked for nominations from the floor; hearing none Richard O'Connor made a motion to accept the three nominees and submit their names to the Executive Board for Confirmation. Addie Berg, seconded the motion. Motion carried.

**Legislative Committee:** Past President Lisa Peterson, Legislative Chairman, commented that this will be a busy legislative session coming up. She will be working to keep members informed of pending legislation that might affect our offices.

**Report of Standing or Special Committees:**

**Education Committee:** Brenda Johnson, Education Committee Chairwoman, reported the following on certification and tax department courses:

There were three courses held since our 2011 conference (Ag Land Valuation #202, Tax Administration #101, and Teaching Appraisal Techniques #303). There are two courses scheduled before August, 2013 (Appraisal of Residential Property #201 and Principles and Theory of Value #102)

Newly appointed Tax Directors are: Stacey Swanson, Billings County (replaces Dana Wanner), Becky Schafer, Dunn County (replaces Tracey Dolezal), Paula Fedder, Hettinger County (replaces Duane Olson), Alison Sorenson, LaMoure County (replaces Ralph "Fred" Evert), Tricia Laine, Logan County (replaces Jim Hilzendegger), Courtney Lovaas, McKenzie County (replaces Deidre Berquist), Todd Schreiner, McLean County (replaces Lauren Hunze), Teri Schulte, Oliver County (replaces Jacky Schulte), Nick Brossart, Pierce County (replaces Wayne Stevenson), Diana Krause, Renville County (replaces Gail Lawson), Tiffany Kees, Slope County (replaces April Brooks) and Dustin Bakken, Stutsman County (replaces Toni Hible).

Newly appointed City Assessors are: John Herz, City of Grand Forks (replaces Mel Carsen).

Several members have become certified assessment officials since August, 1, 2011. This year certified as a Class I City Assessors were: Daniel Fasteen, Appraiser with City of Fargo; Joe Hirschfeld, Assessor with City of Dickinson; and Deb Kirschenheiter, Appraiser with City of Dickinson. The Directors of Tax Equalization are: Randy Thompson, Tax Director with Benson County; Paul Fracassi, Appraiser with City of West Fargo; Don Flaherty, Tax Director with Dickey County; Shellie Smette, Asst Tax Director for Grand Forks County; Barbara Anderson, Tax Director with Griggs County; Todd Schreiner, Tax Director with McLean County; Richard Score, Assessor with Richland County; Mike Vendsel, Tax Director with Ward County; Jana Schimelfenig, Tax Director with Wells County; and Melissa Hollen, Assessor with Williams County.

Brenda commented that the 2013 Winter Workshop will be held February 21 – 22<sup>nd</sup>. She asked members to let the education committee know your thoughts on educational courses that we would like to see held.

**Technology Committee:**

Nick Lee, Chairman of the Technology Committee, had nothing new to report for Technology and Stacy Swanson, Chairman of the Website Committee, indicated the same..

**Certification Committee:**

Kevin Ternes, Chairman of the Certification Committee, explained the North Dakota Registered Assessment Appraiser (NDRAA) certification. It would require completing an additional 2-3 classes, doing an assessment project and testing. He stated that this designation is a step above regular certification. He is hoping that the exam will be ready this fall.

**Reports by Region:**

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

**Region 1:** Lori Hanson reported that they have been inactive.

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

**Region 3:** Casey Patzner reported that their region held a meeting with the topic of appraisals and lending in flooded areas were discussed. They also celebrated Lauren Hunze and Jacky Schulte's retirements.

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

**Region 5:** Darrell Wollan reported that Region 5 also was inactive over the last year.

**Region 6:** Barb Anderson informed the members that Region 6 met once last fall with a presentation on Measure #2.

**Introduction of Vendors:**

President Morris introduced the five vendors / sponsors attending our annual conference. Each gave a brief comment on their company. Those speaking were Brenda Wilson & Bill Swope from GSI Workshop, Inc; Lori Knox 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:**

**NDAAO Shirts:** Don Flaherty showed polo and oxford shirts that will bear the NDAAO logo on them. These shirts are displayed and a signup sheet for purchase is available in the Vendor Room E. The Polo shirts are available in green or white and are \$25. The oxford shirts are available in blue only and are \$30.

There being no further business President Morris asked for adjournment. Paul Fracassi made a motion to adjourn; seconded by Nick Lee; motion carried. Members were asked to file outside the Comfort Inn for a group picture following the meeting.

Respectively submitted,

Wanda Wilcox  
Secretary/Treasurer