



North Dakota Association of Assessing Officers, Inc.

Call to Order:

The annual meeting of the North Dakota Association of Assessing Officers convened at 1 PM on Monday, August 12, 2013 at the Comfort Inn in Bismarck, ND.

Members Present:

Allan Vietmeier	Amber Gudajtes	Ann Bernhardt	Barb Zerface	Barbara Anderson
Becky Schafer	Ben Hushka	Betty Koslofsky	Brenda Johnson	Brenda Dahlstrom
Carla Broadland	Casey Patzner	Damon Druse	Daniel Fasteen	Dana Scherr
Dean Pearson	Deb Kirschenheiter	Deb Goodsell	Delbert Heil	Denell Kallemeyn
Diana Krause	Diane Brines	Diane Schwandt	Don Flaherty	Doug Lalim
Doug Osterloh	Dustin Bakken	Dusty Schlecht	Emily Halvorson	George Railsback
Heather Kippen	James Albrecht	Jana Schimelfenig	Janell Walz	Janet Cron
Jason Wark	Jerry Ratzlaff	Jodi Freier	Joe Hirshfeld	John Herz
Julie Straabe	Justin Beyer	Justine Thompson	Kevin Ternes	Kim Frank
Kristie Reinke	Kristy O'Connor	Linda Morris	Lisa Peterson	Lori Hanson
Lynn Kubas	Mary Wild	Mel Obbink	Michelle Linstad	Natalie Wandler
Pamela Axtman	Paul Fracassi	Paul Houdek	Paula Fedder	Randy Thompson
Richard Barta	Richard O'Connor	Robert Harshberger	Ross Dettmann	Robert Ehler
Robert Lein	Ryan Ehli	Sandy Fossom	Sandy Hansen	Shelli Idyle
Sheila Stamps	Shirley Shaw	Stacey Swanson	Stacie Leier	Teresa Captain
Teri Schulte	Trisha Laine	Wanda Wilcox		

Introductions:

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

Minutes:

Minutes of the 2012 annual meeting held on August 13, 2012, were provided to each member at registration. The minutes were reviewed by the members. Al Vietmeier made a motion to approve; seconded by Janell Walz; 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. Don Flaherty made a motion to accept the treasurer's report; seconded by Betty Koslofsky; motion carried.

Report of Officers

President Morris reminded all members to attend the Retirement Dinner for Marcy Dickerson, retiring State Supervisor of Assessments this evening.

Introduction of NCRAAO Directors:

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

Kevin Ternes, Outgoing President of NCRAAO, gave a brief talk on NCRAAO 2013. He talked about the success of the North Dakota conference and that we had a lot of positive feedback on what a wonderful conference ND hosted. He encouraged everyone to attend the NCRAAO 2014 in Deadwood, SD. A drawing was held and Stacey Swanson was the winner of the \$500 scholarship to attend the NCRAAO conference next year.

Amber Gudajtes present Kevin with a NY Yankee cap to thank him for his hard work in putting the NCRAAO conference together. It was a limited edition hat only available for purchase in the NY Yankee's stadium.

State Tax Commissioner's Welcome

Cory Fong, ND State Tax Commissioner, welcome all NDAAO members to the conference. He introduced the new State Supervisor of Assessments Linda Leadbetter. Afterwards he presented a power point presentation on **2013 Legislative at a Glance**. He stated it was historic session that went the full 80 days into the late night on the final day.

Linda Leadbetter gave a brief history of herself commenting that she has been on the job 12 days already is looking forward to working with NDAAO.

NDACo Delegate & Directors

Aaron Burst, legal Counsel for NDACo, provided members with information on who NDACo is. He encouraged that our asocial become involved in the legislative session. He stressed that involvement is huge and that as assessor's we should get to know our legislators. He commented that as assessor's we have the hardest job in the state and because of that we need to stay active and involved because otherwise there is a disconnect in the system. He also gave us a **30,000 foot overview of the legislative session** and invited us to attend the NDACo Conference in October.

Report of Regular Committees:

Executive Committee: President Linda Morris commented about the shorten conference due to ND hosting the 2013 NCRAAO. She stated that the incoming president would be needing members to volunteer and one of the toughest jobs is finding members for the committees.

Membership Committee: Lori Hanson, Membership Chairman, commented on all the new members to NDAAO. She asked them to contact the membership committee to become involved in the mentor / mentee program. 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:

Forty Years:	John Herz
Thirty Years:	Nora Monson, Delbert Heil, Frank Klein
Twenty Five Years:	Linda Tanner, Mark Lange, Cindy Melby
Twenty Years:	Lori Hanson
Fifteen Years:	Michelle Linstad
Ten Years:	George Railsback, Barb Zerface, Dean Pearson
Five Years:	Jolene Vidal, Randy Thompson, Jennifer Stewart, Jana Schimenfinge, Deb Kirschenheiter, Melissa Hollen, Barb Hettig, Deanne Erickson, Sharlo Halvorson, Adriana Foley

Lori provided six names for Lifetime Memberships: Doug Moen, Jacky Schulte, Bob Aller, Richard Barta, Mitch Marcuson & Marcy Dickerson. Lori asked if there were any nominations from the floor; hearing none Richard O'Connor made a motion to accept the nominees and forward their names to the Executive Board for confirmation. Al Vietmeier seconded the motion; motion carried.

Legislative Committee: Nothing to report

Report of Standing or Special Committees:

Education Committee: LuElla Dahme gave a report on the 2012 – 2013 Education and Certification. Last year Course # 201-C Fundamentals of Mass Appraisal was held in December with 50 students attending. Course #102 Principles and Theory of Value was held in May with 34 students attending. November 18-22, 2013 is Course # 203-C Income Approach to Value and the May 12-16, 2014 course will be Course # 202 Ag Land Valuation. She discussed having smaller Tax Administration courses held around the state regionally and in conjunction with the Winter Workshop.

Currently ND has 785 certified Class II City & Township Assessors. ND has 13 major cities with 10 certified as Class I City Assessors and 26 additional assessment personnel. There is currently a tax director for all 53 of ND counties. 40 directors are certified with 15 additional assessment personnel carrying the designation.

Newly appointed Tax Directors are: Ann Bernhardt, Emmons County; Kelsey Siegler, Pierce County; Joan Lorge, Slope County; Pam Axtman, Ward County & Denelle Kalemeyn, Williams County.

Several members have become certified assessment officials since August, 1, 2012.

This year certified as Township & Class II City Assessors: Stacie Hansen Leier, Barnes County; Juliana Pemberton, Billings County; Paula Fedder, Hettinger County; Alison Sorensen, LaMoure County; Rita

Olson, Watford City; Dana Wahus, McKenzie County; Kelsey Siegler, Pierce County; Elizabeth Black, Ramsey County; Diana Krause, Renville County; and Shannon Jablonsky, Sargent County.

This year certified as Class I City Assessor: Sandy Hanson, Sargent County.

This year certified as County Director's of Tax Equalization: Allan Vietmeier, Burleigh County; Heather Kippen, Divide County; Henry Gerving, Golden Valley County; Heather Hanna, Ransom County; Dustin Bakken, Stutsman County; Kari Donner, Williams County.

She encouraged members to remember to make copies of attendance records for classes and to submit them to her office for CEC.

Technology & Website Committee:

Stacey Swanson, Chairman of the Website and Technology Committees, gave an informative talk on the NDAAO website. She presented plans for future updates and asked for assistance in updating maps currently on the webpage.

Certification Committee:

Kevin Ternes, Chairman of the Certification Committee, promised that the test would be available in February for all members who wish to become ND Registered Assessment Appraisers. There are only three members currently employed in ND who have the NDRAA designation: John Herz; Ben Hushka & Gary Martinson.

Reports by Region:

The six regional representatives reported on activities and meetings held throughout the year. Most regions appeared to be pretty inactive over the past year. Region 6 reported meeting in October to view the Missile Sites and had a legislative discussion and election in May. Janell Walz encouraged members not to miss regional meetings when held. She was elected president of Region 6 while home ill.

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 Dahlstrom from GSI Workshop, Inc; Robert Ehler & Ryan Ehli for Vanguard Appraisals; Gio Giovanni for Tyler Technologies; Bob Lein for TY Pickett; & Mel Obbink from Sidwell, Inc.

Unfinished Business:

There was no unfinished business.

New Business:

Election of Officers for 2013-2015:

Jerry Ratzlaff, Chairman of the Nominating Committee, submitted the following names as nominations for the executive board: Dean Pearson, President ~ Paul Houdek, Vice President ~ Carla Broadland, Secretary

/ Treasurer. He asked for nominations from the floor. There being no nominations from the floor, Kevin Ternes moved and Betty Koslofsky seconded that nominations cease and that a unanimous vote be cast for the nominees; motion carried.

Recognition:

Dean Pearson presented out-going president Linda Morris with a thank-you gift from the NDAAO members for everything that Linda did for the organization during her term as president. Jerry Ratzlaff & Lisa Peterson presented out-going secretary / treasurer Wanda Wilcox with a card and thank you gift for her six years of service to NDAAO.

Drawings:

Door prizes drawings were held for the remaining NCRAAO Windshirts. Jason Wark was the recipient of the NDACo door prize.

There being no further business President Morris asked for adjournment. John Herz made a motion to adjourn; seconded by Janell Walz; motion carried. Members were asked to file outside the Comfort Inn for a group picture following the meeting.

Respectively submitted,

Wanda Wilcox
Outgoing Secretary/Treasurer