



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 11, 2014 at the Comfort Inn in Bismarck, ND.

Members Present:

Allan Vietmeier	Amber Gudajtes	Ann Bernhardt	Ben Hushka	Brenda Johnson
Brenda Dahlstrom	Casey Patzner	Cheryl Whitty	Cynthia Wahl	Damon Druse
Dana Scherr	Darcy Anderson	Darrell Wollan	Dean Pearson	Deb Goodsell
Deb Kirschenheiter	Delbert Heil	Denell Kallemeyn	Diana Krause	Diane Brines
Don Flaherty	Dustin Bakken	Dusty Schlecht	Ed Sevigny	Elizabeth Black
Gary Emter	Heather Kippen	Henry Gerving	Jacquelyn Jensen	James Albrecht
Janet Cron	Jason Wark	Jeremy Hein	Jerry Ratzlaff	John Herz
Juliana Pemberton	Justin Beyer	Justine Thompson	Karla Harmel	Kevin Ternes
Kim Frank	Kristen Hillier	Kristie Reinke	Linda Morris	Lisa Peterson
Liz Roorda	Lori Hanson	Lynn Kubas	Mark Splonskowski	Mary Wild
Melanie Aeschliman	Michelle Linstad	Natalie Wandler	Natasha Krueger	Pam Lafrenz
Paul Houdek	Paula Fedder	Ramona Dressler	Randy Thompson	Richard Score
Robert Harshberger	Ross Dettmann	Ryan Ehli	Ryan Oberg	Sandy Fossom
Sandy Hansen	Sandy Hanson	Shirley Shaw	Stacey Swanson	Teresa Captain
Teri Schulte	Todd Schreiner	Trisha Laine	Wanda Wilcox	Wayne Ham
Wendy Belgarde				

Introductions:

President Dean Pearson opened the meeting by introducing the executive board. Those board present were: Dean Pearson, President; Paul Houdek, Vice President; Linda Morris, Past President and Brenda Johnson, Member-at-Large. Carla Broadland, Secretary/Treasurer was absent.

Introduction of members was done by each member standing and introducing themselves with their names and jurisdiction.

Minutes:

Minutes of the 2013 annual meeting held on August 12, 2013, were provided to each member at registration. The minutes were reviewed by the members. Lori Hanson indicated a correction to the minutes. Teresa Captain was NOT in attendance at that meeting. John Herz made a motion to approve the minutes as amended; seconded by Allen Vietmeier; motion carried.

Treasurer's Report / Audit:

Wanda Wilcox reported for the Auditing Committee. Wanda along with Stacey Swanson completed the annual audit of the financial records. The financial records were complete. The Annual Financial Report is on file with the Treasurer. Wanda asked for the association to approve the financial audit. Sandy Fossum made a motion to approve; seconded by Diana Krause; motion carried.

Report of Officers

President Pearson commented on the Executive Board meetings held over the past year. The Executive Board along with the Working Group have been establishing an open dialogue with the State Tax Department regarding Education and directions for NDAAO to follow. He stated how important it was to maintain this discussion.

Vice President Houdek stressed how important it was for members to help each other. He encouraged newer members to enroll in the Mentor / Mentee program stating that it was important to seek help from someone who has been through it all before.

Introduction of NCRAAO Directors:

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

Kevin Ternes gave a brief talk on NCRAAO 2014. Approximately 30 NDAAO members attended the Deadwood, South Dakota conference. He talked about the success of the education and the golfing experience. He encouraged everyone to attend the NCRAAO 2015 on June 14-17 in The Dells, Wisconsin.

Stacey Swanson was the winner of the \$500 scholarship to attend the NCRAAO 2014. Stacey commented that it is a good opportunity to get out and meet members from other states and bring back ideas for discussion. She thought the education workshop specifically as being a beneficial course because of her serving on the Education Committee.

A drawing was held and Paula Fedder was the winner of the 2015 NCRAAO \$500 Scholarship to Wisconsin.

NDACo Delegate & Directors

Jerry Ratzlaff, NDAAO's Director for NDACo, provided members with information on the Association of Counties. He introduced the delegates to NDACo, Lisa Peterson & Lori Hanson. He encouraged our association to become involved due to the upcoming legislative session. NDACo provides useful information regarding the session. He also encouraged attendance at their annual conference being hosted this year October 12 – 14th.

Report of Regular Committees:

Executive Committee: President Pearson thanked the Executive Board and the Working Group for all the hard work and the headway they have made with the education system and pending legislation issues.

Membership Committee: Lori Hanson, Membership Chairman, commented on the number of 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:

Thirty Five Years:	LuElla Dahme
Thirty Years:	Jerry Ratzlaff
Twenty Five Years:	Cynthia Wahl
Twenty Years:	None
Fifteen Years:	Paul Houdek, Damon Druse
Ten Years:	Julie Doyle; Bob Ehler; Rob Harshberger; Sandy Fossum; Shellie Smette; Stacey Swanson; Jason Wark, Elizabeth Roorda
Five Years:	Barb Anderson, Don Flaherty, Rachel Hasting, Faye Horn, Todd Schriener, Lynn Skelton

Hanson provided one name for Lifetime Memberships: Nora Monson. President Pearson asked if there were any nominations from the floor; further nominations include Linda Tanner, David Kaufman, & LuElla Dahme. Pearson commented that the Board will accept the nominees and vote at a future Executive Board meeting for confirmation.

Legislative Committee: Chairman Linda Morris informed the group that Thursday morning, the committees will be reviewing pending legislation / upcoming bills. She stated that members should watch the Legislative Schedule and attend when possible.

Report of Standing or Special Committees:

Education Committee: Allen Vietmeier, Chairman of the Education Committee, stated that the Education Committee was working on a more uniform education based on pending legislation for assessment officials to have only one level of certification. Now it was a wait and see as to where the legislation goes. He commented that the Committee is also working on getting a USPAP course set up for members who wish to obtain the NDRAA designation and is working some kinks out.

Kim Veitmeier, Property Tax Specialist, with the State Tax Department was unable to attend the meeting. She will provide an overview of the 2013 – 2014 education and certification of members at the beginning of Wednesday's classes.

Technology & Website Committee:

Stacey Swanson, Chairman of the Website and Technology Committees, asked members to check out the new design of the NDAAO Webpage. She passed out a questionnaire that she would like each member to complete to aid in a seamless parcel data base of ND.

Certification Committee:

Kevin Ternes, Chairman of the Certification Committee, commented that last year's promise to have the written exam available for members by February was not met. He stated that he will get the NDRAA Designation Committee to design the test as soon as possible. There are only three members currently employed in ND who have the NDRAA designation: John Herz; Ben Hushka & Gary Martinson. They are the only ones who can write the test.

He reminded members that they don't have to wait for the test. They can start their project and check if they have met the education requirements.

Reports by Region:

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

Region 1: Lori Hanson, President, commented that the region met once for open discussion on member's concerns.

Region 2: Joe Hirschfeld, President, commented that they met once for introduction of new members. He also commented that the Mid Winter Meeting might be a time for each region to get together for their own discussions and a chance to get to know the members of their regions.

Region 3: Casey Patzner, President, commented that the region was inactive.

Region 4: Amber Gudajtes, President, indicated that the Region intends to become more active.

Region 5: Darrell Wollen President, indicated that the Region will be meeting in October to establish a schedule for future meetings; but the region did participate with a combined Region 6 meeting.

Region 6: Wanda Wilcox, representing the region, stated that the region did meet twice during the year. The October 2013 meeting was discussions on issues from the new legislation passed in the Spring and the May 2014 meeting dealt with education concerns.

President Pearson stated that the Tax Department is requesting budget money for travel with the purpose of attending more regional meetings. Perhaps we could hold combined meetings on consecutive days so members could travel to the meeting closest and the State Tax Dept could be there for each one with the same topics discussed.

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 Randy Edington with Tyler Technologies; Mel Obbink with Sidwell Company; Brenda Dahlstrom with GIS Workshop, Inc; Dean Larson, with Pictometry International; Bob Lehn, with Pickett and Co. Dean Larson also commented on behalf of Bob Ehler, Vanguard Appraisals, who was unable to participate at the moment.

Unfinished Business:

There was no unfinished business.

New Business:

No new business was brought forth.

General or Further Discussion:

- Kevin Ternes offered suggestions for attending the Board of Equalization on Tuesday.
- Paul Houdek encouraged the regions to seek the help of the Executive Board in starting to get Regional Meetings to be more consistent. Discussion continued on Super Regional Meetings.
- Paul Houdek asked for suggestions or ideas for future education.

There being no further business President Pearson asked for adjournment. Diane Brines made a motion to adjourn; seconded by Gary Emter; motion carried. Members were asked to meet in Rooms A/B of the Comfort Inn for a group picture following the meeting.

Respectively submitted,

Wanda Wilcox

NDAAO Member acting on behalf of Carla Broadland, Secretary/Treasurer