



**North Dakota Association of Assessing Officers  
Executive Board Meeting  
August 8, 2016  
3:30 p.m.  
Meeting Room C & D Bismarck Comfort Inn**

**Call to Order:**

President Paul Houdek called the meeting to order.

**Executive Board Members Present:**

President Paul Houdek, Grand Forks City; Vice President Henry Gerving, Golden Valley County; Secretary-Treasurer Carla Broadland, Wahpeton City; Member at Large Brenda Johnson, Bismarck City; Past President Dean Pearson, Bowman County.

**Executive Board Members Absent:**

None.

**Others Present:**

Education Chair Sandy Fossum, Richland County; Event Coordinator Linda Morris, Morton County.

**Approval of Life Memberships:**

Lifetime Membership forwarded to the NDAAO Executive Board include: Jerry Ratzlaff, Mary Wild, Janet Cron, Frank Klein, Gary Emter, Diane Brines and Barb Zerface. **Henry moved to approve the Life Memberships as stated; seconded by Dean; motion carried.**

**Education for Winter Workshop:**

Sandy reported that she is looking into the State presenting on Centrally Assessed properties Thursday afternoon, along with the Attorney General on open records. Friday would be League of Cities and Association of Counties to present legislative issues along with round-table discussion.

It was noted that we should also have the state discuss Wind Towers in the centrally assessed presentation to get that equalized throughout the state along with the "back to basics" of the Sales Ratio explaining the effect of what you place on the worksheet and the results of such. (Compliance issues.) An email will be sent to members asking what they would like to see for education.

Discussion followed. Legislative Committee will meet prior to the weeks end to prioritize issues; will work with Ryan to set up a meeting of the Executive Board and the State Tax Committee Chairperson around the Association of Counties Annual Meeting.

Discussion held on subsidizing education and how it could be done fairly for all members and jurisdictions.

**Annual Conference Organization:**

Discussion was held in reference to the contract with the Association of Counties to handle the annual conference. Broadland stated that having the registration online was nice and reduced the amount of hours spent on registration and questions that follow, with many emails once registration is sent out.

Houdek felt the Executive Board should discuss the conference between now and the NDACo. Annual Conference in October to review how things have gone over the course of the week. At that time we could negotiate with them and ask for a bid since they now know what our conference includes.

There being no further business, Henry moved to adjourn.

Respectfully Submitted, Carla Broadland, Secretary-Treasurer