



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 7, 2017 at the Comfort Inn in Bismarck, ND.

Members Present:

Addie Berg	Amber Gudajtes	Amber Hoheisel	Ann Bernhardt	Ben Gates
Ben Hushka	Ben Schreiber	Bob Lehn	Bonnie Good	Brenda Johnson
Britta Rynestad	Carla Broadland	Casey Patzner	Cheryl Whitty	Colette Schilling
Corey Genter	Cynthia Wahl	Darcy Anderson	Dean Pearson	Deb Goodsell
Deb Kirschenheiter	Denise Ferderer	Diane Krause	Don Flaherty	Elizabeth Black
Georgiana White	Heather Hanna	Heather Kippen	Henry Gerving	James Albrecht
Jamison Veil	Janell Walz	Jason Wark	Jennifer Werner	Jeremy Farar
Joan Lorge	Jodi Freier	Joe Hirschfeld	Josh Bond	Juliana Hammerstrom
Julie Straabe	Justine Thompson	Katie Paulson	Kayla Knudson	Kim Frank
Kris Hillaert	Kristie Reinke	Linda Morris	Lisa Atkinson	Lori Hanson
Melanie Aeschliman	Michelle Linstad	Nick Lee	Nicole Carlson	Pam Lafrenz
Paul Fracassi	Paul Houdek	Randy Thompson	Rita Olson	Robert Harshberger
Ross Dettmann	Ryan Kamrowski	Ryan Oberg	Sandra Hanson	Sandy Fossum
Sandy Hansen	Shane Marcuson	Shirley Shaw	Stacey Swanson	Stacie Hansen-Leier
Stephanie Bata	Susan Spaeth	Tami Lazur	Teresa Captain	Teri Schulte
Todd Morgan	Todd Schreiner	Tyler Perleberg	Wayne Ham	Wendy Belgarde

Introductions:

President Paul Houdek introduced Tax Commissioner Ryan Rauschenberger and State Supervisor of Assessments Linda Leadbetter; Terry Traynor, Executive Director and Jeff Eslinger, Communications Manger, NDACo; and Stephanie Dassinger, Deputy Director, NDLC.

Commissioner Rauschenberger welcomed assessment officials and stated that with the new governor and a new state auditor there are two new members of the Board of Equalization. The interim Tax Committee big study is the Property Tax System itself and what is taxable and what is exempt.

Linda Leadbetter, State Supervisor of Assessments, reported that as of August 1, 2017, the full consideration needs to be on the face of the document or the recorder will not be able to record. Linda estimated that there are currently 420 active assessors and estimates that 150 of those will be reduced so down to under 300 across the state. This will lead to more consistency. Assessment Officials are encouraged to contact the office with any questions they may have on education hours and certification. Marci Gilstad is the point of contact.

Terry Traynor and Jeff Eslinger reviewed the benefits of membership with the NDACo. The North Dakota Association of Counties works to educate state and local officials to include county commissioners and you will be there at those meetings to hear that information with them. It will be held October 9th and 10th this year and all are encouraged to attend.

Jeff Eslinger reviewed information on the Institute of Local Government and the courses that they will be offering as a webinar to complete at your leisure. You will find the "ILG" tab in the right corner of their web page.

Stephanie Dassinger, NDLC, reported that a convenient and efficient method of tracking bills and the committees you may be most interested in is by subscribing to an RSS feed. An RSS (Really Simply Syndication) is a free reader that will send an alert to your email inbox.

President Houdek opened the business meeting at 1:32 pm by introducing the executive board:

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

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

Minutes:

Minutes of the 2016 annual meeting held on August 8, 2016, were provided to each member at registration. The minutes were reviewed by the members. Ben Gates made a motion to approve the minutes; seconded by Henry Gerving; motion carried.

Treasurer's Report / Audit:

Broadland reviewed income and expense from July 1, 2016 through June 30, 2017 with an ending checking account balance of \$42,844.00 along with a Certificate of Deposit of \$13,068.16; Total Assets as of June 30, 2017: \$55,912.16. Motion by Nick Lee, seconded by Diane Krause.

President Houdek explained that the board approved the buy down of the cost of education for the annual conference as the board felt this was a benefit that would assist each member of the association, reducing the registration fee to \$75 to cover the estimated costs of meals and entertainment. This buy down will begin to reduce the account balance but will continue our mission of educating our members.

Nick Lee reported for the Auditing Committee. Nick Lee along with Joe Hirschfeld completed the annual audit of the financial records. The financial records were complete. The Annual Financial Report is on file with the Treasurer. Nick Lee made a motion to accept the treasurer's report; seconded by Don Flaherty; motion carried.

Introduction of NCRAAO Directors:

President Houdek introduced the directors for the North Central Regional Association of Assessing Officers: Linda Morris, Robert Harshberger, and Don Flaherty.

Linda Morris said that the drawing for the \$500 NCRAAO Scholarship was now open to all attendees, not just new attendees and asked everyone to sign up for the drawing that will be drawn on Wednesday afternoon. Linda encouraged everyone to attend the NCRAAO October 1st – 4th, 2018, at Branson, Missouri. NCRAAO 2019 will be held in Bismarck, North Dakota.

Debra Kirschenheiter was the winner of the \$500 scholarship to attend the NCRAAO 2017 in Wichita, Kansas and gave a brief review of the education and conference and thanked the NCRAAO Directors for their hard work on setting up a great conference “Better Together”.

NDACo Delegate & Directors

Linda Morris, NDAAO’s Director for NDACo, provided members with information on the Association of Counties. She introduced the delegates to NDACo, Lisa Atkinson & Lori Hanson. Linda suggested our association to become involved. Linda encouraged attendance at their annual conference being hosted this year educating county employees and elected officials.

Report of Regular Committees:

Executive Committee: President Houdek expressed his concern that the education requirement needs to be completed in two years, instead of the three years, which gives no margin for error. Discussion followed in reference to the turnover of new assessors because the classes do not prepare you completely to perform the job. Houdek said he understands that the classes are one piece of it, but doesn’t touch on the process and suggested new directors take advantage of the mentoring program and call on neighboring tax directors for help. Houdek said that experience makes you a better assessor and hopes to get the education time frame changed back to three years.

Houdek reported that NDAAO had contracted with NDACo for the 2016 Conference for a cost of \$4,500 and as a board decided that it did not work out as well as we had hoped. We did discuss different solutions and if we should give the association another try. Thus the board entered into a contract for the 2017 Conference with Linda and Carla for a stipend of \$2,000, which is considerably less money and pressure off the board.

Membership Committee: Lori Hanson, Membership Chairman, encouraged new members to contact her if they would like to be assigned a mentor. Lori also encouraged members to send email questions to Carla to be sent to the group, because we all need help and all questions are welcomed. 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 Martinson, Wollan Darrell
- Thirty Years: None
- Twenty Five Years: None
- Twenty Years: Amber Gudajtes, Lisa Atkinson
- Fifteen Years: Brenda Johnson, Linda Morris, Janell Walz, Natalie Wandler

Ten Years: James Albrecht, Addie Berg, Ryan Ehli, Debra Goodsell, Nick Lee, Mel Obbink, Casey Patzner,
Five Years: Darcy Anderson. Teresa Ash, Ann Bernhardt, Bette Jane Boeshans, Paula Fedder, Juliana Hammerstrom, Stacie Hansen-Leier, Vicki Hollen, Judy Holzhey, Diane Krause, Pamela Lafrenz, Trisha Laine, Tami Lazur, Sheila Maragos, Rita Olson, Tyler Perleberg, Teri Schulte, Robin Stark

Legislative Committee: Dean Pearson thanked those that testified. Don Flaherty stated that he felt that they could do better as a committee if a list of items would be brought to the winter workshop which would allow time to work with local elected and NDACo. Houdek agreed it would be good to get a jump start and suggested that we move forward with Tax Commissioner Rauschenberger's offer to facilitate a meeting with the committee chairs to review legislative issues we plan to address this coming session. Please notify any member of the committee any issue you would like addressed.

Education Committee: Sandy Fossum, Chairman of the Education Committee, stated that they have been working with Team Consulting for education and are getting education set up for the Winter Workshop and will leave a block of time to discuss legislative issues at the workshop. Sandy asked that members share any requests they may have for further education with any member of the committee including, Stacey Swanson, Tami Lazur, Janell Walz, Joe Hirshfeld, Shelli Idyle, Paul Fracassi or herself.

Technology & Website Committee:

Stacey Swanson, Chairman of the Website and Technology Committee, reported that business cards were available for the NDAAO web site which also includes the password needed for the forms, along with a listing of the information that is available on the site.

Reports by Region:

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

Region 1: Met at Renville County and again today for lunch to discuss appeals.

Region 2: No report.

Region 3: Shirley reported that Linda had organized a tour of the refinery in Mandan and lunch.

Region 4: Met in Devils Lake with round table discussion dealing with mobile homes, farm exemptions and a pontoon ride.

Region 5: Don reported that the president has retired and they did not meet.

Region 6: Janell reported that Sandy Hanson was elected president but has since left her position so are currently looking for a new president and that Kristie Reinke is Secretary/Treasurer.

Introduction of Vendors:

President Houdek introduced the vendors/sponsors attending our annual conference. Each gave a brief comment on their company. Sponsors included: Sidwell Company; KBM GeoSpatial, Ty Pickett and Co.; EagleView AKA Pictometry, and Vanguard Appraisals, Inc.

Life Memberships:

Lori asked for nominations from the floor; hearing one Darrell Wollan, City of Jamestown, the nominee will be submitted to the Executive Board for Confirmation.

Election of Officers for 2017-2019:

Amber Gudajtes, Chairman of the Nominating Committee, and Linda Morris submitted the following names as nominations for the executive board: Henry Gerving, President ~ Amber Gudajtes, Vice President ~ Carla Broadland, Secretary / Treasurer. President asked for nominations from the floor. There being no nominations from the floor, Jim Albrecht moved and Ben Gates seconded that nominations cease and that a unanimous vote be cast for the nominees; motion carried.

Recognition:

Henry Gerving presented out-going president Paul Houdek with a thank-you gift from the NDAAO members for everything that Paul did for the organization during his term as president.

There being no further business President Gerving asked for adjournment. Joe Hirschfeld made a motion to adjourn; seconded by Dean Pearson; motion carried. Members were asked to meet in parking lot for a group picture following the meeting.

Respectively submitted,
Carla Broadland
Secretary/Treasurer