North Dakota Association of Assessing Officers

NDAAO Executive Board Meeting was called to order by President Deb Kirschenheiter on February 12, 2025 at the Ramada, 1400 E Interchange Ave, Bismarck, ND 58501 at 10:20 am.

Executive Board Members Present:
Past President: Paul Fracassi, Cass County
President: Deb Kirschenheiter, City of Dickinson
Vice President: Tyler Perleberg, Stutsman County
Member at Large: Noreen Wilkie, Ward County
Sec / Treasurer: Kimberly Markley, City of Mandan

Others Present:
NCRAAO Director: Don Flaherty, Dickey County & Linda Morris.

Approval of Agenda: Kimberly Markley requested adding discussion on the Spring Class to be held in May 2025.

Approval of Minutes:
Motion made by Noreen Wilkie to approve the minutes of Executive Board Meeting on 8-12-2024, seconded by Tyler Perleberg. The motion received unanimous approval of the members present.

New Business:
NCRAAO 2026 Discussion- Don Flaherty reported that he is working with the Astoria Hotel & Events Center in Dickinson for the 2026 NCRAAO Conference to be held. It was the consensus of the board to hold the 2026 Winter Workshop at the Astoria in Dickinson. Deb will announce the Dickinson location to the members later today.
Don provided a brief review of what he believes the agenda will look like for NCRAAO in 2026:
Monday
Golf
Evening reception
Tuesday
Noon lunch
Opening

2 hours of Education
President's reception with dinner and auction
Wednesday
4 hours of Education
Lunch
Medora for Presidential Library, Pitch Fork Fondue and Musical
Thursday
6 hours of Education
Banquet and Entertainment

Discussion was held on having a site visit for the planning committee the spring or summer of 2026. He would like NDAAO to cover the travel costs for the committee. He estimates the cost would be $2,500. President Deb Kirschenheiter stated she supported NDAAO covering the cost of the planning committee to meet in Dickinson. Noreen Wilkie motioned to cover the cost of the travel for the planning committee to meet in Dickinson and possibly get reimbursed from NCRAAO. The question was asked if NCRAAO would increase the amount of seed money.

Markley reported that there are a couple more requests for expenses to be paid by NDAAO.
The current balance in the checking account is $15,292. The 2024 Winter Workshop expenses were $8,147. Markley requested discussion on the requests before a final decision.

Discussion was held concerning the expenses for members of the legislative committee traveling to Bismarck to testify or be available to answer questions. Would NDAAO fund up to $1000 per year to cover travel expenses. Linda Morris mentioned that the policy in the past has been that the NDAAO legislative committee should not be testifying for or against legislation as a member of NDAAO. It was the consensus of the board to do some research and discuss at a future Teams meeting.

Kim Markley reported that there were only 17 people that plan to take the IAAO 300 Class in May. A budget report provided by the Department was reviewed. The cost of the class will have to be $820 in order to cover its costs. It was the consensus of the board to raise the fees to cover the costs.

Noreen Wilkie withdrew the motion the cover to cost of the travel for the planning committee to meet in Dickinson and possibly get reimbursed from NCRAAO.

Old Business:
The IRS penalty has not been resolved yet.

A motion to adjourn was made by Paul Fracassi, seconded by Noreen Wilkie. The motion received unanimous approval of the members present. Adjourned at 11:30 am.

Respectively submitted, Kimberly Markley Secretary/Treasurer