North Dakota
Association of Assessing Officers, Inc.

Call to Order:

The annual meeting of the North Dakota Association of Assessing Officers convened at 2:00 pm on Monday, August 11, 2025, at the Ramada by Wyndham, 1400 E Interchange Ave, Bismarck, ND 58501.

President Deb Kirschenheiter led the Pledge of Allegiance.

President Deb Kirschenheiter introduced the members of the NDAAO Executive Board.

- President: Deb Kirschenheiter, City of Dickinson
- Past President: Paul Fracassi, City of West Fargo
- Vice President: Tyler Perleberg, Stutsman County
- Sec / Treasurer: Kimberly Markley, City of Mandan
- Member-at-Large: Noreen Wilkie, Ward County

Each member introduced themselves along with their jurisdiction.

President Kirschenheiter invited the vendors present to introduce themselves. Dustin Bakken from Kompleks Aerial and Ryan Ehli and Rownea Gerbracht of Vanguard Appraisals, Inc. and Chris Bader from OffRoad Software Inc. introduced themselves. The NDAAO extends its appreciation to all vendors for their continued support. The other vendors registered are John Wenande and Dean Larson from Eagleview, Travis Franz from Sidwell and Greg Ragon and Michael Parks from Thomas Y Pickett.

Members Present:

Amber Gudajtes	Amanda Dennis	Amy Hehr	April Vaughn	Ashley Pedie
Brandy Zepp	Brenda Johnson	Brenda Sommer	Carla Beeler	Carla Broadland
Carol Williams	Casey Olson	Casey Patzner	Cathy Ebert	Chris Oswald
Christine Olson	Damon Druse	Deb Kirschenheiter	Denise Porter	Devin Arp
Don Flaherty	Dorene Stroh	Dustin Bakken	Elizabeth Black	Elizabeth Patterson
Erin Buchwitz	Gabe Titus	Holly Hutchison	Hope Schnieder	Jackie Steinmetz
Jaret Thompson	James Albrecht	James Haley	Jason Wark	Jeff Bitz
Jen Neumiller	Jennifer Wolf	Joan Lorge	Jodi Freier	
Jonathan Fleischer	Karen Brown	Karissa Tuggle	Kasie Kinzler	Katie Paulson
Katie Roseland	Kayla Knudson	Kim Savage	Kimberly Markley	Kristi Gutierrez
Kylian Holzer	LaJuana Hayen	Lea Dunn	Linda Morris	Lisa Keney
Lisa Wolla	Matt Stanger	Melissa Brown	Michelle Linstad	Mike Brown
Naomi Walker	Natalie Wandler	Nathan Ehlis	Nolan Meidinger	Noreen Wilkie
Paul Fracassi	Rance Schmidt	Randy Thompson	Rita Olson	Rob Johnson
Rory Porth	Rownea Gerbracht	Ryan Ehli	Ryan Oberg	Ryan Kamroski

Samantha Schilling	Shane Marcuson	Stacie Hansen	Stephanie Beta	Sheri Leas
Tami Lazur	Teresa Ash	Teresa Haecherl	Tessa Knudson	Tina Drabus
Todd Schreiner	Tracy Deforest	Trisha Laine	Tyler Perleberg	Wendy Belgarde
Wendy Matejcek	Whitney Walsh			

Minutes:

Minutes of the 2024 annual meeting held on August 12, 2024, were provided to each member. The members reviewed the minutes. Jim Albrecht made a motion to approve the minutes, seconded by Carla Broadland; motion carried.

Treasurer's Report / Audit:

Trish Laine and LaJuana Hayen completed the annual audit of the financial records. Trish Laine reported that the financial records were complete. The Annual Financial Report is on file with the Treasurer.

Sec/Treasurer Markley reviewed income and expenses from July 1, 2024, through June 30, 2025, with an ending checking account balances of $15,941.35 and $20,000 in a CD. Total Assets as of June 30, 2025: $35,941.35. Motion by Paul Fracassi to approve the treasurer's report, seconded by Natalie Wandler; motion carried.

Report of Regular Committees:

Executive Committee: President Kirschenheiter reported that the Executive Committee met after the 2024 Annual meeting, at Winter Workshop in February 2025 and a Teams meeting on July 2, 2025. She reported that 107 attended 2025 Winter Workshop and 131 registered for the 2025 Annual Conference. President Kirschenheiter thanked the members that organized these events.

NDACo Delegate & Directors

President Kirschenheiter thanked Don Flaherty for the updates during legislative session this year.
Director Don Flaherty gave a report about NDACo. Delegates are Katie Paulson and Michelle Linstad. Michelle Linstad replaced Paul Fracassi when he started his position at City of West Fargo.

Membership Committee: Natalie Wandler, Membership Chair, 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:	Wayne Ham
Thirty Years:	None
Twenty-Five Years:	None
Twenty Years:	Ed Sevigny
Fifteen Years:	Ryan Oberg, Richard Score, Heather Kippen, Bob Lehn,
Ten Years:	Noreen Wilkie, Melissa Brown, Kayla Knudson, Karen Evans
Five Years:	Ashley Craigen, Donald LaFleur, Joe Mathern, Justin Sobak, Rachel Stokes, Tanya Mueller, Vicki Williams, Whitney Walsh

Legislative Committee: Don Flaherty, committee chair, reported on the busy 2025 legislative session. Committee members include Mike Splonskowski, Tami Lazur, Tyler Perleberg, Joe Hirschfeld, Ed Sevigny, Brandy Zepp and Paul Fracassi.

Education Committee: Tami Lazur, Chair of the Education Committee reported on
topics for future educational sessions. Reach out to the committee if you have ideas. Members of the education committee are Randy Thompson, Katie Paulson, Rob Johnson and Holly Hutchinson. This year we will have a panel to review legislative changes and Rownea Gerbracht and Ryan Ehli will be presenting Residential Appraisal 101-Back to the Basics.

Web Maintenance/Technology Committee: President Kirschenheiter reported that Stacey Swanson is working to add more information to the updated NDAAO website. Check out the NDAAO website at ndaao.org.

NCRAAO Directors

Director Deb Kirschenheiter reported that the 2025 NCRAAO Conference was held in Manhattan, Kansas in June. 8 other NDAAO members attended the conference this year. North Central Regional Association of Assessing Officers is dedicated to assessment education. Active member states are North Dakota, South Dakota, Nebraska, Wisconsin, Iowa and Kansas. Inactive states are Minnesota, Illinois, Indiana, Michigan, and Indiana. North Dakota NCRAAO delegates are Don Flaherty, Linda Morris and Deb Kirschenheiter.

Don Flaherty reported on 2026 NCRAAO conference will be held in Dickinson, North Dakota. The 2026 conference will be held August 10 – August 13, 2026, at the Astoria Hotel and the other overflow motels. Estimated registration fee is $350. Rooms at the Astoria will be about $106 for 120 rooms, which is close to state rates. The other overflow motels are around $200. Golf will be held at Bulley Pulpit Golf Course.
Committees for the NCRAAO conference are:

Vendors: Katie Paulson	Finance: Kimberly Markley & Carla Broadland
Registration: Allison Jensen	Education: Randy Thompson
Golf: Paul Fracassi and Stacy Swanson	Entertainment: Ashley Pedie

The NDAAO business meeting will be held in Dickinson on Monday and the State BOE meeting can be attended via Teams.

Reports by Region:

Region 1, 2 and 3 reported on the meeting they held.
Region 4, 5 and 6 no reports.

Unfinished or Old Business:

None

New Business:

President Deb Kirschenheiter presented the proposed changes to the NDAAO Constitution and Bylaws. The proposed changes were sent to the NDAAO members. The proposed changes:

Article 4 – Officers SECTION A.

The officers of this Association shall be regular members in good standing and shall consist of a President, Vice President, Secretary-Treasurer, and such other officers as the occasion may require. They shall be elected by ~~ballot~~ vote at the annual meeting in every odd-numbered year and shall serve a two-year term from the date of their election or until their successors are elected and qualified. The President shall not be eligible to serve more than two consecutive terms.

ARTICLE 6 - Amendments

Amendments to the constitution or to the by-laws shall be made only by a majority referendum vote of the regular members at the annual meeting or at special meetings called for that purpose. The use of absent voter's ballots is permissible provided they are in writing and mailed to the Secretary-Treasurer in time for the annual meeting. Notice of any proposed amendments shall be mailed or emailed to the regular members at least two (2) weeks prior to the annual meeting or special meetings.

Article 7 Voting and Business SECTION B.

Any business conducted by the North Dakota Association of Assessing Officers, Inc. requiring a vote of the regular membership shall be ruled effective upon a majority of ~~ballots~~ votes cast.

BY-LAWS ARTICLE 1 - Meetings

SECTION A.

The annual meeting and election of officers shall be on the day prior to the day designated by the State Board of Equalization of North Dakota for hearing local officials and taxpayers, and shall be held in Bismarck, North Dakota. When deemed necessary, the Executive Committee may change the day and/or location of the annual meeting if notice of such a change has been sent to the Association at least 45 days prior to the annual meeting. All officers shall take office as soon as they are elected and qualify.

Motion by Don Flaherty to adopt changes presented, seconded by Kristi Gutierrez; motion carried.

Life Memberships: Natalie Wandler stated that she has received the following nominations for lifetime membership Lori Hanson, Nick Lee, Bob Ehler, Janell Walz and Greg Landa. The nominees will be submitted to the Executive Board for Confirmation.

***Election of Officers for 2025-2027*:**

Tami Lazur and Brenda Johnson serve as the Nominating Committee. Brenda Johnson submitted the following names as nominations for the executive board: ~ Tyler Perleberg, President ~ Noreen Wilkie, Vice President~ Kimberly Markley, Secretary / Treasurer. Brenda Johnson asked for nominations from the floor. There being no nominations from the floor, Paul Fracassi moved, and Jim Albrecht seconded that nominations cease and that a unanimous vote be cast for the nominees; motion carried.

Announcements:

- Tuesday August 13th State Board of Equalization 8:30 ND Capitol Building
- Tuesday August 13th Golf 1:00 pm Riverwood
- Sporting Clays -6 pm at Capital Sporting Clays
- Broken Oar for supper tonight 6 pm
- Group picture will be on Wednesday

Newly elected President Tyler Perleberg presented Past President Deb Kirschenheiter with a gift and thanked her for her dedicated service to NDAAO.

There being no further business Past President Kirschenheiter asked for a motion to adjourn. Motion by Brenda Johnson: second by Katie Roseland to adjourn. Motion carried.

Respectively submitted,
Kimberly Markley
Secretary/Treasurer