

# South Dakota Association of Assessing Officers

## Executive Board Meeting

October 24, 2018 @ Pizza Ranch in Ft. Pierre  
Directly following the Education Committee Mtg @ 11am CT

### Agenda-

#### **Call meeting to order**

President Brandy Meier called the meeting to order on Wednesday October 24, 2018 at the Pizza Ranch in Fort Pierre, SD at 12:53pm

#### **Attendance**

President – Brandy Meier  
President Elect – Russ Hanson  
Vice President – Lila Teigan  
Secretary – Frances Denison  
Treasurer – Rhea Crane  
District 2 Chair – Chris Mooney  
District 4 Chair – Denise Weber  
District 5 – Tammy Anderson  
District 7 Chair – Jill Hoovegeen  
District 8 Chair – Shannon Lee  
Education Chair – Leah Vissia  
Education Committee - Tony Dewald  
Education Committee – Karla Goossen  
Education Committee – Carrie Stephenson  
Education Committee – Matt Archer  
Education Committee – Geoff Bray  
Education Committee – Janice Weber  
DOR – Wendy Semmler  
DOR – Allison Jensen  
DOR – Sakura Ronleder  
DOR – Lesley Coyle

#### **Approval of Agenda**

Lila made a motion to approve the agenda, Wendy 2<sup>nd</sup> it. Motion carried unanimously.

#### **Approval of Minutes**

Minutes from the following meetings had been e-mailed prior to the meeting for review. Karla made a motion to approve the minutes, Jill 2<sup>nd</sup> it. Motion carried unanimously.

- May 23, 2018
- May 25, 2018
- Meetings by email

## **Treasurer's Report**

Rhea reported that there was \$30,043.77 in savings and \$12,953.45 in checking. Motion made by Russ to approve the treasurer's report, 2<sup>nd</sup> by Carrie. Motion carried unanimously.

## **Education Committee Report**

The education committee had met before the Executive Board Meeting today.

A packet had been handed out with reviews of school. Russ indicated that by having 2 IAAO classes this year, they went over budget by approximately \$7000. There was discussion of possibly raising the cost of class and what costs could be cut.

The education committee had a motion to increase class cost to \$350 for Regular class and \$400 for IAAO classes. This will not be implemented until 2020 so counties can adjust their budgets.

Classes for this next year were determined during the education meeting.

Basics – taught by Julie Jenniges & Allison Jensen

IAAO 102 (Income Approach) – taught by David Cornell

TBD – Taught by Rick Stuart

IAAO 300 – Taught by

Ag – Taught by Kirk Chaffee and ?

There will be an Advanced Basics class in Yankton this next spring taught by Allison, Matt & Russ. This class will be for assessors who are in their first certification period.

Future school dates

2019 held in Pierre August 18-23

2020 held in Chamberlain Sept 13-18

2021 held in Pierre Sept 19-24

Wendy had indicated that they are working on LMS (Learning System with State). This is a new system that they are anticipating that assessors would be able to go online for workshops and possibly part of school. Since this is new it may take time to get the information live on the system.

USPAP was discussed. The 7 hour recert class will be held in the same location as Conference the day before as it was this year in Rapid City . This will happen in Sioux Falls in 2020 and two years later in Hot Springs. The education committee will set up the 15 hour class in Chamberlain for this next year.

## **Old Business**

None

## **New Business**

- **Treasurer Position - paid or voluntary**

It was discussed if the Treasurer should be a paid position or voluntary. Rhea indicated that she would be willing to do this as a voluntary position.

- **Website Committee – Review pay**

Bylaws indicate that the website committee will have 3 people on this committee. Up to this point, each person was paid by-annually \$333 for a total of \$666 per year. Chris Lilla sent an e-mail indicating that they would be willing to do this for \$400 per year. The current website requires much less time than the previous web page did. There was a lot of discussion as to all of the different committees and who gets paid what. At this time, this is the only committee that does get paid. Further discussion

determined that this committee should be on a volunteer basis. Tammy made a motion that this committee be a volunteer committee, Wendy 2<sup>nd</sup> it. Motion carried unanimously.  
(The Executive Board voted via e-mail at a later date that this would go into effect January 1, 2019.)

- **New Members Committee –dissolve or continue committee**

Patty Caster is currently the New Member Committee person. She would send out packets of information to all new members. Now all of this information is on the website. It was discussed how Patty has not had to send out New Member packets for approximately the last two years. Allison does send out a welcome letter to all New Members. Wendy indicated she could put this information on the LMS. With all of this information Russ made a motion to dissolve the New Member Committee, Carrie 2<sup>nd</sup> this. Motion carried unanimously.

- **Conference attendance**

It was discussed how people register for conference and then not go to any or very few of the sessions. Some people miss half of the class or most of it. At the conference in Rapid, they had a scan code to scan the bar codes on people's badges. This may have helped some. It was discussed if they register for conference but don't attend should the person receive credit for conference. Wendy made a motion to table this discussion. Karla 2<sup>nd</sup> it. Motion carried unanimously.

- **USPAP Classes**

USPAP was discussed. The 7 hour re-cert class will be held in the same location as Conference the day before as it was this year in Rapid City . This will happen in Sioux Falls and two years later in Hot Springs. The education committee will set up the 15 hour class in Chamberlain for this next year

- **Proposed Legislation**

Brandy brought forth a discussion that Shannon from Pennington County wanted to discuss. He had talked with his commissioner asking if they would support the idea that the Commissioners appoint board members for the Board of Equalization. The intent was that people who were appointed would be people who were more familiar with appraisals such as fee appraisers, realtors and maybe bank lenders. It helps take the politics out of the process. There are other states that do appoint their Board of Equalization this was. His commissioners decided not to go forth with this idea at this time. Shannon would still like our support for this issue from the SDAAO. There was no voting on this matter, only discussion.

- **2019 Conference Update & Budget**

Brandy passed around a spreadsheet of what she had for expenses at this point and an estimated number of registrations. Vendor booth fees had not been estimated into this spreadsheet at this time. Her sheet also showed the income and expenses from the past four conferences. At this time there was discussion held on the 2018 conference going over budget. It was stressed to all members of the executive board that conference needs to stay with a margin of the budget.

- **2020 Conference Update – Russ Hanson**

Russ indicated that the 2020 conference will be the first full week of June at the Holiday Inn in Sioux Falls. He will also have the 7 hour USPAP class Monday of this week. This will be a NCRAAO Conference also. SDAAO members will be able to book rooms for \$70/night and NCRAAO out of state members will have rooms at the state federal rate of \$80 or \$85/night.

- **2021 Conference Update – Lila Teigen**

Lila indicated the there is a new conference building going to be built in Custer, she is planning on having here conference in Custer. No further details at this time.

- **2022 Conference Update – Frances Denison**

Frances indicated that she will have her conference in Hot Springs May 23-27. She has contacted Craig Steinley and plans to have the 7 Hour USPAP class on Monday the 23<sup>rd</sup>. She asked if there can be vendors other than vendors that relate directly to assessing. It was discussed yes there can be and in the past there has been other vendors at conferences.

Rhea asked if membership cards can be e-mailed and each print their card out on their own. It was discussed in favor of this idea. Annual fee is \$75 and dues will be sent out. Rhea asked if it would be possible to have McAfee Antivirus on the new computer. Carrie made a motion to be able to buy the McAfee Antivirus for the computer, Russ 2<sup>nd</sup> it. Motion carried unanimously.

Russ made a motion to adjourn the meeting, Rhea 2<sup>nd</sup> it. Motion carried unanimously.

Respectfully submitted,  
Frances Denison, Secretary