

SDAAO Executive Board meeting October 26, 2015, 1:06 p.m. Ft. Pierre Pizza Ranch

President Louise Hohn called the meeting to order.

Roll Call was taken with the following present:

- President Louise Hohn
- President Elect Chris Lilla
- Vice President Joe Doran
- Treasurer Michael Hauke
- District 1 Lila Teigen
- District 2 Terri Cornelison
- District 3 Rose Bennett
- District 4 Leah Vissia
- District 5 Shirley Ebsen
- District 8 Shannon Lee
- District 9 Carrie Stephenson
- Registered Agent Brenda Duncan
- SDDOR Wendy Semmler & Allison Jensen

There were no additions to the agenda.

Secretary Brandy Meier was absent. Previous minutes from the June 5, 2015 meeting were handed out. Chris Lilla moved, Carrie Stephenson 2nd to approve the minutes. Motion carried.

Michael Hauke handed out the treasurers report showing an ending balance of \$56,794.18 (*Includes DOR future dues). An expense report of the 2015 SDAAO School expenses was also handed out. Joe Doran moved, Terri Cornelison 2nd to approve the Treasurer's report. Motion carried.

Old Business:

- 2015 Assessor's School
 - Joe Doran brought up for discussion a report on the Big Box Appeals round table held during school. No decisions were made at this time.
 - Tablets – Wendy reported there are three (3) refurbished, android tablets left over from the GIS class held during 2015 school. Discussion was held on options to disperse the tablets. Joe Doran moved, 2nd by Wendy Semmler to give Louise Hohn control of the tablets to be used at her discretion for dispersion through door prizes, drawings, etc. Motion carried.
- Louise Hohn brought up for discussion the possibility of combining or dissolving some committees as they are not being utilized. Louise will talk to Parliamentarian Shannon Rittberger about the process to combine or dissolving committees. Louise will send out a questionnaire to see how association members feel about committees. If there is interest to combine/dissolve proper procedures will be followed to amend association articles/by laws with voting to take place at the 2016 SDAAO Conference.
- NCRAAO Scholarships and free registrations – Louise reported 2 free registrations were given to SDAAO by NCRAAO for the 2016 NCRAAO conference to be held in Des Moines. It was decided to add the two scholarships to the SDAAO NCRAAO scholarships.
- Publication Committee – Chris Lilla visited with the board about the current and future SDAAO website. Chris is looking into getting information about a “user friendly” website. He will report to the board at the next meeting. Website participation was discussed. County offices are asked to continue sending in

“New Faces” and “Job Openings” and are asked to send in office topics. Carrie Stephenson offered two jackets to Louise Hohn to use as contest prize encouraging offices to submit what is going on in their county.

- Conference updates
 - 2016 – Louise Hohn reported the conference will be held in Spearfish at the Holiday Inn May 24 – 27th. Elkhorn Ridge Golf Course is reserved. The president’s reception is organized. Louise is still working on a motivational speaker and education speakers.
 - 2017 – Chris Lilla reported the 2017 conference will be held at the Day’s Inn in Brookings, May 30- June 2nd.

New Business:

- Policy for Misconduct at SDAAO events – A report of misconduct at the 2015 Conference was presented to the board. A letter was written to the individual by President Louise Hohn. Letter is on file with the registered agent. Discussion was held on consequences of misconduct. It was decided to treat each incident as they are reported.
- IAAO Conference Report – Louise Hohn thanked SDAAO for the opportunity to attend the IAAO conference. The experience as a whole was wonderful.
- SDAAO Funds – Michael Hauke discussed the possibility of putting a percentage of SDAAO funds into an interest bearing account/bond. Lila Moved, 2nd by Leah to have Michael research the possibility of transferring funds to an interest bearing account, after speaking with our SDAAO accountant to see what the SDAAO’s options are as a non-profit organization.
- Education Committee – Leah Vissia reported on the recent education committee meeting.
 - Classes for 2016 SDAAO School
 - Basics
 - Commercial
 - IAAO 101
 - Ag Building
 - IAAO 201 or 311 (whichever is not held at school, the education committee would like to hold a summer workshop)
 - Workshops
 - New Director’s Workshop – having it recorded
 - Systems Directors are using
 - CAMA
 - GIS
 - Tax
 - Applied Basics – A 2 day class taught by Matt Archer
 - SD Dept. of Human Resources offers classes. Lila Teigen will send Louise the contact information to have Trevor send out to all members
 - Brenda Duncan asked for direction for the Education Committee for spending on Workshops and classes.
 - Discussion was also held on instructor fees.

Brenda Duncan moved, 2nd by Chris Lilla to adjourn the meeting. Motion carried. Meeting was adjourned at 3:00 p.m.

Lila Teigen
Secretary Pro-tem