

North Dakota Appraisers Association
Board of Directors Meeting
Baymont Inn and Suites and via Conference Call
Wednesday, December 7, 2016

Meeting was called to order by President Bill Gion at 6:00 pm, CST

Present: President: Bill Gion, President Elect: Dean Rylander, Past President: Peggy Boettner, Secretary/Treasurer: Rhonda Knudson, Board Members: Beth Keller, Kathy Berry, Joe Ibach, Ross Berg, and Executive Secretary: Debbie Ellerton, Advisor: Craig Steinley, in person and via conference call. Not present: Wade Bachmeier.

Motion: (Dean Rylander) To approve the minutes of the November 3, 2016 Conference Call Board Meeting minutes as written. The motion was seconded by Ross Berg. **Motion carried.**

Review Conference Plans: There was discussion and review of the upcoming Conference. Bill Gion reported that he has asked Beth Keller to speak at the banquet on Thursday evening. The evening meal will be an Italian Buffet. The Annual Membership Meeting will be on Friday during the lunch hour.

Review Agenda for First Annual Membership Meeting: The agenda was revised to place the Membership Report first, then the balance of the committee reports. There will be introductions following if time allows. There will be donation tickets sold at the conference with all drawings for door prizes to be held on Friday. **Motion:** Ross Berg made a motion to approve the revised agenda for the annual meeting on Friday at noon. Peggy Boettner seconded. **Motion carried.**

Old Business:

Membership Committee Report

Peggy Boettner provided an update on the membership. 78 renewals including some new members for 2017 at this point.

Financial Report

Dean Rylander provided a report on the financial report as of 11/30/2016. The Proposed Budget for 2017 was introduced and will be provided to the general membership at the annual meeting on Friday. The 11/30/2016 budget will be slated for approval at the December 20, 2016 Conference Call Board meeting.

Legislative Report

Joe Ibach provided a report regarding the upcoming legislative session. They will continue to monitor the upcoming session to see if any issues arise that will require our attention.

Education Committee

Kathy Berry gave a report on the Education committee. A report of the current classes that are being offered and the conference was provided. A discussion ensued regarding the weather issue with the current classes and the possibility of issuing refunds based on the bottom line. This item has been tabled to the next meeting when we have a better handle on the expenses involved in the conference.

Kathy gave a report on the "Introduction to Green Buildings Principles and Concepts" class that will be offered on February 14, 2017 in Fargo.

Special Committee Reports:

Website Committee: Ross Berg gave a report on the report of the website. The template is ready for information. There will be a training class that will be attended by Ross Berg and Debbie Ellerton regarding the information input and operation of the website. Ross will line up the training.

New Business

ND Supervisory/Trainee Appraiser Class. A discussion ensued regarding the possibility of the NDAA taking over the North Dakota Supervisory/Trainee class. Jodi Campell from the North Dakota Appraiser Board will be contacted regarding this and therefore, it will be tabled to the next meeting.

Next Meeting: The next meeting will be a conference call board meeting on December 20th at 10:00 am CST. Debbie will organize the call and email out the information to all board members. .

The meeting adjourned by President, Bill Gion at 8:10 pm.

Respectfully submitted,

Rhonda Knudson
ND Appraisers Association Secretary/Treasurer