

PSAN BOARD OF DIRECTORS MEETING AGENDA

Holiday Inn Midtown
Grand Island, Nebraska
11:30 a.m., April 1, 2016

1. Meeting called to order at 11:30 a.m.

2. Roll Call

President – Dan Martinez (P)
Vice President – Boni Edwards (P)
Treasurer - John Berry (P)
Secretary – David Schmitz (P)
Directors –
 Jeremy Feusner (P)
 Casey Sherlock (P)
 Matt Tinkham (P)
 Warren Headlee (P)
 Duane Katt (P)
 Jerry Penry (P)
 Steve Cobb (P)

3. Review and approve agenda

Martinez added two items to the agenda, 5.1.2 NSPS dues and 5.1.3, Scholarships.

Motion to approve extra items to the agenda by: *Feusner*

Second by: *Penry*

Motion: *Pass*

4. Review and approve minutes of December 4, 2015 Board of Directors Meeting

Hearing of no corrections to the December 15, 2015 meeting, Martinez asked for a motion to approve

Motion to approve by: *Katt*

Second by: *Edwards*

Motion: *Pass*

5. Reports

5.1. Review and approve Treasurer's Report, dated March 23, 2016

Berry presented the report. A balance of \$ 105,150.04 of which \$ 28,666.66 is in checking Account and \$ \$ 74,483.38 is in Edward Jones account. See attached report.

Motion to approve by: Cobb

Second by: Sherlock

Motion: Pass

5.1.2. NSPS Dues

Martinez and Berry stated that the \$ 40.00 for the NSPS dues are usually paid in the fall PSAN dues are \$ 100.00. Normally we get a statement from NSPS but Martinez said we won't get one which usually comes around April or May. The board discussed due structure with associate and affiliate dues. Associates can pay \$ 50.00 dues and join NSPS. Berry stated that he prefers the PSAN dues be collected before the winter seminar. Eight members do not have email addresses.

5.1.3. Scholarships

Barry stated that he sent \$ 2000.00 to Milford in December and Cobb reported that they donate about the same. Cobb reported that Milford likes the donation to be about the same so they can budget for the school year. The school takes care of handling the scholarship money.

5.2. Conference Committee

5.2.1. 2016 Winter Conference financial report

Sherlock and Feusner gave the report on the winter seminar. It generated \$ 10,000 in income and scholarship money raised amounted to \$ 2345.00. The Scholarship balance is \$ 6378.11 as of 4-1-16. The board thought the seminar went very well with hardly any glitches (See attached report). Conference room at no charge at Midtown Holiday Inn. Seminar costs included meals as well as banquet.

5.2.2. 2016 Winter Conference Evaluations Summary

Feusner stated that 22 % of attending participants filled out the evaluation sheets. 95 % liked the tract style in different rooms. Some of the evaluations included microphones for the speakers, vendors giving more information rather than a sales pitch. (See attached report) They also handed out attendance graphs for the winter and summer seminars (See attached graphs).

5.2.3. 2016 Summer Conference, Halsey Forest (Boni Edwards & Jerry Penry)

Penry and Edwards reported that the meeting will be on July 15, 2016 at the group campground at a cost of \$150.00. The Forest Service informed Jerry that PSAN needs to have a liability policy costing \$ 153.00 and also a \$ 200.00 permit. No physical permit is yet obtained. Jerry has obtained the liability permit. The local 4-H group will be catering the meals. The Forest Service also gets 5 % of gross sales? The meeting will be held outside. Penry Handed out a pamphlet with costs which will be adjusted to member and non-member fees to be \$100.00 before the deadline, and at the meeting, \$120.00 for both. Penry hopes this will bring more participants. He would like to see people bring old instruments and equipment. Please look at brochure on website. The board also discussed that in the future, that the PDH's would be put on the PSAN website. This will make the seminar organizers job a lot easier and avoid people waiting for their certificates. Spouses programs will be up to the seminar organizers

5.2.3.1. U.S. Forest Liability Insurance – Taken care above in 5.2.3

5.2.4. 2017 Winter Conference, Mahoney State Park (Jason Headley)

Jason Headley stated that the conference would be on January 26 & 27 at Mahoney State Park near Louisville. It will be about 2 miles from the site for the banquet. The Facility has one large room and two smaller rooms. Jason did not report on motel rooms.

5.2.5. 2017 Summer Conference

Nobody has volunteered yet for this conference but it could be held in Central Nebraska

5.2.6. 2018 Winter Conference, Kearney (Jeremy Feusner & Trenton Snow)

Feusner reported that the seminar will be held on February 8 and 9th, 2018 at the Kearney Holiday Inn Convention Center. The booking contract is signed.

5.2.7. 2018 Summer Conference – North Platte

2019 Winter Conference – Need volunteer

2019 Summer Conference - Niobrara

5.3. Initial Point Committee

5.3.1. 160th Anniversary of the Initial Point of the 6th P.M., June 11, 2016

Initial Point Park is in need of repair. Penry reported that they hope that other states may attend celebration. It needs to be coordinated between Kansas and Nebraska. PSAN and SENLS have donated \$ 300.00 for mowing. PSAN has passed a motion to provide \$1500.00 for repairs. The plaque is in very bad shape with the original names on it and It could be very expensive to replace original plaque with all the names. Ken Johnson from Kansas was contacted by Doug Stevenson.

5.4. Constitution and Bylaws Review Committee

5.4.1. Review final draft of Constitution and Bylaws, as approved by General Assembly
Constitution and by-laws as approved at the annual meeting were checked by Martinez and Schroeder with some very minor issues.

5.4.2. Administrative Secretary's duties

A handout on the administrative secretary was handed out and reviewed. Connie can't attend meetings due to husband's health. Berry stated that everything needs to go thru Connie and she will contact the appropriate party. Schmitz stated that he had always worked quite well with her.

5.4.3. NSPS Director

The board discussed if the general assembly should elect or have the board appoint the NSPD Director. Cobb thinks the Board should appoint the representative. Sherlock will supply appointment procedure as used by the Nebr. Assoc. of Highway Superintendents. NSPS Director Martinez reported that NSPS and ASPRS (American Society of Photogrammetry & Remote Sensing have requested that AAGS create a geodetic certification program. AAGS has created an online survey @ geodetic.xyz/survey/index.php/378997

5.5. Investment Committee

This was originally discussed at the September 15, 2015 and was discussed if we need a committee for this. It has worked quite well in the past. Don Sorensen of Edward Jones could supply statements to the Directors of PSAN. The board seemed to agree with this procedure.

5.6. Advertising Committee

5.6.1. Status of current ad accounts

Two accounts paid for newsletter this past year. Ads are not being paid for. Martinez will check with Connie on this

5.6.2. Kansas 2017 Salina Seminar

They are asking to be able to advertise their seminar for free in our newsletter or on our website. If they would reciprocate with our seminars, this could work otherwise no. It would be nice to have our seminars in Iowa and Colorado newsletters, too.

5.6.3. Advertising equipment sales (employment, etc.)

A company wants to know if we would allow advertising equipment, employment etc. on our website. The board felt like it would probably not be a good idea for free. We could also add a community forum to our website.

5.7. Officers Reports

5.7.1. President – Dan Martinez

Martinez reported that ballots are presently being counted by our administrative secretary but should be counted by a committee according to by-laws. Head chainmen award was discussed and the board thought it should be approved by a 2/3 vote of the board instead of a popular vote. Affiliate members were discussed as we have two affiliate members, Sandy Maillie and Stanley Blackmore from Kearney. They are non-voting members. Martinez also reported the Laverne Schroeder is head of the advertising committee

5.7.2. Vice President – Boni Edwards

Nothing additional other than her work on the Halsey summer seminar. She had to leave at 2:35.

5.7.3. Treasurer – John Berry

He stated that all correspondence does need to go thru Connie.

5.7.4. Secretary – David Schmitz

No report other than learning the secretary and how to report the minutes

5.8. Directors Reports

5.8.1. Jeremy Feusner – *No additional report*

5.8.2. Casey Sherlock – *No additional report*

5.8.3. Matt Tinkham – *No report*

5.8.4. Warren Headlee – *No report*

5.8.5. Duane Katt – *No report (See Land Surveyor)*

5.8.6. Jerry Penry – *No additional report*

5.8.7. Steve Cobb

He presented parameters for counties on the map (see attachment) shown for county low distortion projections. He said that additional counties can be added. A four hour workshop could work on setting up control in the county, procedures, and setting up the system. Cobb left at 3:00.

5.9. Standing Committees

Martinez stated that he would like to have a written annual report of the directors and officers ready for the December meeting

5.9.1. Publications – LaVern Schroeder – *No report*

5.9.2. Nominations – Brian Langenberg – *No report*

5.9.3. Education – Matt Tinkham

He reported that the separate day reserved at the winter seminar worked quite well. He reported that the Fundamentals of Surveying books are available for \$ 50.00. Feusner stated that maybe PSAN could assist with an ELMO for the workshops

5.9.4. Legislation – Todd Whitfield – *No report*

5.9.5. Membership – Brian Langenberg – *No report*

5.9.6. Historical – Gene Thomsen – *No report*

5.9.7. Ethics and Standards – *Duane Katt – See 6.1*

5.9.8. GIS – Jason Headley – *No report*

5.9.9. Associate – Steve Cobb – *No additional report*

6. Old Business

6.1. Land Surveyor brochure

Katt handed out to the board two papers, one on Why to hire a surveyor in Nebraska and the land surveying profession in Nebraska. He reported that a company would put 500 brochures for \$ 150.00. The board discussed that it could possibly be broken up by different types of surveys, plot plans, Boundary, etc. These brochures would be good for public relations. Katt and the board will work on categories for brochure.

6.2. Insurance policy – continue discussion

The board continued to discuss this and reported that the liability insurance would be with UNICO insurance. The board should probably have liability insurance and then members would have access to personal-professional liability insurance.

7. New Business

7.1. Reimbursement Policy

The board needs to study this

7.1.1. Lorraine Hansen reimbursement request for mileage incurred at the 2016 Winter Seminar
Motion by Feusner, second by Martinez to pay the 50 miles at the current rate of 0.54 per mile with a total of \$27.00. Votes were seven for and two against. Motion carried

7.1.2. Sandy Maillie reimbursement request for 2015 photo contest printing and framing costs
She had a bill for \$ 53.15. *Motion by Feusner to pay the bill, second by Katt. Motion carried.*

7.2. PSAN 2nd Annual Photo Contest

Deadline for photos is November 15, 2016 for land surveying photos, with first place to be displayed on the Winter 2017 issue. All three top winners will be displayed at the Winter Convention. Contestants must be PSAN members.

7.3. Low Distortion Projection Project (LPD)

Already discussed in Cobb's report.

7.4. Membership Applications

7.4.1. Jesus (Jesse) Lucto, fee paid

Motion to approve by Sherlock, second by Headlee. Motion carried. Schmitz will inform Connie to send him a PSAN lapel pin.

8. Set Board of Director meeting dates for balance of 2016

8.1. Friday June 10, 2016, conference call

Set dates as shown on this report

8.2. Friday September 9, 2016, Chances "R", York, NE

8.3. Friday December 9, 2016, location to be determined

9. Motion to adjourn

Motion by: *Sherlock*

Second by: *Feusner*

Motion: carried. *Meeting adjourned at 3:48*

Minutes by Secretary David Schmitz