

PSAN BOARD MEETING MINUTES - Unapproved

December 5, 2014

Friday, 12:00-3:00 P.M.

Mid-Town Holiday Inn

Grand Island, NE

1) Call meeting to order

Meeting called to order at 12:01 P.M. by Vice President Doug Stevenson.

2) Roll call

President-Wayne Dietz (A)

Vice President-Doug Stevenson (P)

Secretary-Warren Headlee (P)

Treasurer-John Berry (P)

Board of Directors:

Robert Heese (P)

Jason Headley (P)

Glenn Hicks (P)

Brian Langenberg (P)

Dan Martinez (A)

Duane Katt (P)

Steve Cobb (P)

Admin. Secretary-Connie Arnold (A)

Members:

LaVern Schroeder (P)

Richard Hansen (P)

3) Review & approve agenda.

Motion to approve agenda by Duane Katt, second by Brian Langenberg.

Motion: Pass.

4) Review & approve minutes of September 19, 2014 board meeting.

Motion to approve minutes of September 19, 2014 board meeting by Warren Headlee, second by Duane Katt.

Motion: Pass.

5) Review & approve Treasurer's report.

Treasurer's Report dated 12/1/2014 attached.

Motion to approve Treasurer's Report by Duane Katt, second by Warren Headlee.

Motion: Pass.

John Berry reported that membership dues are still coming in.

6) Old Business

a. Dues collection protocol - Doug Stevenson & Duane Katt.

Doug Stevenson asked that this item be taken off the agenda until he and Duane Katt have had a chance to put something together, at which time they will then place it back on the agenda. It won't be on the agenda for the General Assembly, but it's possible it will be on the agenda for the board meeting after the General Assembly.

No further action was taken or required.

b. 2015 Winter Convention update - Richard Johnson and Peter Johnson in Norfolk.

Doug Stevenson stated that a rough draft of the agenda for the Winter Convention is ready. It will be held on January 29<sup>th</sup> & 30<sup>th</sup> at Divots Conference Center in Norfolk. Chuck Karayan will most likely be the speaker for both days. Richard Johnson is still working on the cost to attend and there is no word yet on if there will be a raffle.

c. 2015 Summer Seminar update - Phil Curd and Jay Dubs at Ft. Robinson.

Doug Stevenson reported that Phil Curd had sent an email saying that we can choose between the 3<sup>rd</sup> or 4<sup>th</sup> Friday of July, 2015. Stevenson stated that he would leave that up to Phil. There will be a field seminar to restore and possibly set Ft. Robinson monuments near the northwest part of the park.

Dick Hansen asked if they had a block of rooms reserved yet and, if not, suggested that they get that done right away.

d. 2016 Winter Convention update - Casey Sherlock in Grand Island.

Doug Stevenson reported that he did not have an update from Casey Sherlock, but that the date had been set and he had a speaker.

e. 2016 - Summer Seminar update - Boni Edwards and Jerry Penry at Halsey Forest.

The 2016 Summer Seminar is scheduled for July 15, 2016 at the 4-H Camp near Halsey, NE. Plans are for a BBQ steak-fry on Thursday night and possible monument recovery of the National Forest Monuments.

Doug Stevenson reported that Boni Edwards and Jerry Penry had everything set and ready to go.

## 7. New Business

a. Revise constitution - Wayne Dietz.

Doug Stevenson reported that everyone on the board had signed the amendment to the constitution, but it will need to be brought before the General Assembly one last time.

No further action was taken or required.

b. Discussion about booth at state fair - Wayne Dietz.

Robert Heese presented a summary (see attached) of what would be expected of PSAN if we were to have a booth at the State Fair. Since the booth would need to be manned from 9am to 9pm every day of the fair, Heese is concerned about:

- Getting enough volunteers to make that possible.
- Potential cost associated with having that many volunteers.

February is the deadline to reserve the booth.

Doug Stevenson handed out pamphlets and some other small items that Wayne Dietz had picked up at the Kansas Seminar as an example of what other states have done or handed out during their seminars.

Stevenson asked if we wanted to try and do something like this yet this year. If so, we need somebody to get things started, need a budget for producing land surveying pamphlets and need volunteers to man the booth. Stevenson suggested that we bring this before the General Assembly to see what kind of response there would be for volunteers before we commit.

Jason Headley volunteered to put together a list of members who said they would volunteer at the General Assembly. Glenn Hicks pointed out that Connie Arnold may already have a list of members willing to volunteer, from when they filled out their membership renewals.

Duane Katt recommended that we get the pamphlets made even if we decided not to have a booth. Katt said he would get some cost estimates for the pamphlets and put together a prototype.

The decision to have a booth at the State Fair will be decided after we see what kind of feedback we get at the General Assemble Meeting. The cost estimates and prototype will be further discussed at the March meeting.

No further action was taken at this time.

c. Discuss and Approve Oct 1, 2014 – September 30, 2015 Budget – John Berry.

See October 1, 2014 – September 30, 2015 Budget attached.

John Berry reported that our costs over the year has stayed basically flat and foresees no big upcoming costs.

Motion to approve budget by Steve Cobb, second by Jason Headley.

Motion: Pass.

8. Officer reports

President-Wayne Dietz: No Report.

Vice President-Doug Stevenson: No Report.

Secretary-Warren Headlee: No Report.

Treasurer-John Berry: No Report.

Board of Directors:

Robert Heese –

Robert Heese pointed out that we are losing a lot of convention attendees to surrounding states, especially if we only have one speaker scheduled and that speaker isn't well received. Heese suggested that we look at changing our venue to include breakout sessions or even possibly teaming with Kansas for a seminar.

John Berry asked if there is any way that we could see where most people are getting their PDH's. Steve Cobb stated that, unless they are audited, the Board of Examiners only looks at the total hours declared. Cobb added that based on the people audited, most are getting their PDH hours through PSAN seminars.

Jason Headley stressed that we need to get our Winter Seminar agenda/pamphlet out sooner so that people can schedule accordingly.

Doug Stevenson suggested forming a committee to gather some information for possible changes to the conventions/seminars and asked for volunteers. Jason Headley volunteered but with the condition that he be taken off the GIS Committee. Robert Heese and John Berry also volunteered.

Jason Headley: No Report.

Glenn Hicks: No Report.

Brian Langenberg: No Report.

Dan Martinez: No Report.

Duane Katt –

Duane Katt, who is on the technology advisory board at Southeast Community College, wanted to point out that Southeast had eight students graduate last term who all had jobs at graduation. Katt added that only eight or nine students were signed up for the coming term. In 2013 there were calls for 83 full time jobs in the land surveying/civil engineering field at Southeast and as of last month there had been calls for 115 jobs in 2014. Katt is

concerned at the lack of students showing interest in the field and would like to see twice as many students enrolled.

Steve Cobb pointed out that up until recently Dale was the only instructor in the Survey/Civil Tech program and could only take on so many students but that another instructor had been hired.

Steve Cobb: No Report.

#### 9) Committee reports

##### a. Publications: Sandy Mallie.

LaVern Schroeder stated that the only thing Sandy Mallie wanted clarified is if the add size was to supposed to be a half page or a quarter page. Schroeder said that this was going to be addressed later in the constitution review.

Later in the meeting Schroeder brought the following to the Boards attention: Article 3, Section 1, Subsection f of the Constitution states "A one-quarter page advertisement published ..." thus answering Sandy's question.

##### b. Nominations: Glenn Hicks.

(Need President Elect, Treasurer & 3 directors)

Directors up for election in fall of 2014:

Robert Heese  
Glenn Hicks  
Dan Martinez

Glenn Hicks reported that he is turning this over to Brian Langenberg.

Brian Langenberg said that he has sent out emails to people who had indicated that they wanted or would be willing to volunteer for open positions. Langenberg said he has confirmation for 5 directors for the 3 spots to fill, 2 president elects and 1 treasurer.

Langenberg added that there were 3 people that he hadn't heard from and would contact on Monday. He would then send all the information to Connie Arnold.

Glenn Hicks asked that a note be added on the ballot regarding volunteering at the fair. Doug Stevenson said he would get something to Arnold.

##### c. Education: Matt Tinkham.

Doug Stevenson reported that Matt Tinkham had told him that he wanted to do a pre-exam workshop breakout session at the Winter Seminar

similar to what he had done last year. Tinkham will contact Dick Johnson to arrange.

Jason Headley asked if there would be a special cost for only attending the pre-exam workshop session or if you would have to pay the full seminar amount. It was decided that, while being unclear, it was basically included in the seminar fee and generally most of the breakout attendees paid for the seminar.

d. Public Relations: David Schmitz – No Report.

e. Legislation: Todd Whitfield.

Todd Whitfield sent an email (see attached) to Doug Stevenson outlining the notes from the December 4<sup>th</sup> PEC conference call.

Reporting on Whitfield's behalf, Warren Headlee stated that the Kissle group felt there wouldn't be any bills in the upcoming session that would be of interest to surveyors.

Headlee added that the NeSPE hosted luncheon for senators would again be funded by sponsors and that the NeSPE is asking if the individual groups of PEC would like to take part in the luncheon.

Doug Stevenson stated that PSAN had never had anyone attend before and that it would be a good PR move to get in front of the senators. Stevenson went on to say he thought PSAN should have one or two board members attend. Doug Stevenson, Warren Headlee, Todd Whitfield and possibly Jason Headley are planning on attending.

Headlee will let Whitfield know on Monday that PSAN is planning on sending 3 board members to the luncheon.

f. Membership: Glenn Hicks.

- Discuss and approve Membership Application for Susan Hall – Trimble.
  - received check and application
  - Motion to accept Susan Hall's membership as a Sustaining Member by Duane Katt, second by Steve Cobb.
  - Motion: Pass.
  
- Discuss and approve Membership Application for Josh Barg.
  - received check, but have not received an application yet.
  - This Board unanimously agreed that since Josh Barg has not submitted his application yet, that we hold his nomination until the application has been submitted.

g. Awards.

25 Year Award:

Doug Stevenson said the award qualifications are pretty much set we just need to determine who the recipient(s) would be. Dick Hansen stated that Connie Arnold has that figured out.

Stevenson said the Past Presidents should be pretty easy to figure out.

Head Chainman Award:

Doug Stevenson stressed that we need to keep the Head Chainman Award going and in his opinion was the most important award PSAN awarded. Stevenson said he would have Connie Arnold send out a notice to the members asking for letter nominations for the award and if we get any nominees we would take an email poll as to whether we accept it or not.

h. Historical: Gene Thomsen, Mitch Humphrey.

Glenn Hicks reported that Jerry Penry and Gene Thomsen are going to take a static observation on the cast iron monument this weekend.

Duane Katt reported that the historical monument at the court house in Hamilton County was damaged by a tree and that he has all the parts. The brass cap is OK but the plaque and the sign were both damaged. Katt has learned that the county is going to remove the rest of the trees in the area, so he is waiting until that is done, before restoring the monument.

i. Ethics & Standards: Lee Wells, Duane Katt.

Lee Wells reported to Doug Stevenson that he didn't think he was still on this committee. Stevenson is taking Wells off and asking for volunteers to serve with Duane Katt.

j. GIS: Jason Headley.

Doug Stevenson asked for volunteers to chair the GIS Committee since Jason Headley is asking to be taken off or at least have someone else serve on the committee.

Steve Cobb remarked that he believes that instead of us having a committee that invites the GIS community, we should try to get invited to their meetings. We would need a PSAN member who is willing to attend their meetings.

Stevenson suggested that we look into being a sponsor of the GIS symposium. John Berry asked about have a booth at their conference and Cobb said he will find out when that meeting is.

k. Associate: Steve Cobb.

Steve Cobb reported that the Board of Examiners is going to move forward with their legislation. The legislation deals with the code of practice for land surveyors. They want to get the code of practice in the rules and regulations, and to do so, they need to have an enabling statute. Jerry Hain is looking into getting a senator to help carry the bill.

Cobb added that he didn't see any reason to get PEC involved but would notify them about the bill.

k. Initial Point: Doug Stevenson.

Doug Stevenson reported that he hadn't had a chance to contact the gentleman down in Kansas. Stevenson added that he hasn't asked for any money for repairs or maintenance yet but should get a hold of him to see what will be needed in 2015.

l. Advertising: LaVern Schroeder, Sandy Mallie, Connie Arnold.

No report.

m. Constitution Review: LaVern Schroeder & Dick Hansen.

LaVern Schroeder and Dick Hansen reported their recommended changes to the PSAN By-Laws and Constitution which is under advisement by this board for further review.

Doug Stevenson stated that the review will be brought up at the General Assembly meeting with the qualification that the Board's final recommendation is not ready for the general assembly at this time.

10) Adjournment motion.

Motion to adjourn by Glenn Hicks, second by Duane Katt.

Motion: Pass – Meeting adjourned at 2:06 P.M.

Respectively submitted by Secretary Warren Headlee.

**Treasurer's Report**  
12/1/2014

**Washington County Bank Checking**  
9/4/2014 thru 12/1/2014

Date	Num	Description	Category	Memo	Amount
<b>BALANCE 9/04/2014</b>					<b>16,368.87</b>
9/17/2014		2014 Membership Dues			50.00
9/19/2014	1777	Chances R			-79.43
9/30/2014		Banking Fees		Board Meeting Lunch	-7.40
9/30/2014	1778	American Broadband			-26.00
9/30/2014	1780	Connie Arnold		Phone and Postage	-548.76
9/30/2014	1781	Connie Arnold		Salary April 1st- June 30th	-4,610.49
9/30/2014	1783	Connie Arnold		Salary July 1st - Sept. 30th	-3,056.47
10/2/2014	1779	American Broadband			-25.00
10/2/2014	1782	Cadastral Surveying		2015 Winter Conference Speaker Fee	-500.00
10/16/2014		2015 Membership Dues			10,320.00
10/16/2014		2014 Membership Dues			500.00
10/16/2014		2014 Winter Conference			235.00
10/31/2014		Banking Fees			-13.01
11/4/2014	1784	Lea Mckenna		Newsletter Proof Reading	-50.00
11/4/2014	1785	Sandy Maille		Newsletter	-300.00
11/13/2014	1786	American Broadband			-25.00
11/20/2014	1787	Connie Arnold		Office Supplies	-148.60
11/22/2014	1788	Service Press		Newsletter	-177.43
11/22/2014	1789	Connie Arnold		Phone and Postage	-63.81
11/25/2014		2015 Membership Dues			14,295.00
11/25/2014	1790	American Broadband			-25.00
<b><u>SUBTOTAL EXPENSES</u></b>					<b>15,743.60</b>
<b>CHECKING BALANCE</b>					<b>32,112.47</b>
<b>EDWARD JONES</b>					<b>77,826.90</b>
<b>TOTAL</b>					<b>109,939.37</b>

PEC Conference Call  
December 4, 2014

Doug,  
Here are a few notes from yesterday's PEC conference call.

Legislative session will reconvene in January. There are several new senators and of course new Governor (Pete Ricketts)

The Kissele group felt like the main priority of the new Governor will be some sort of Property Tax relief bill.

There are only a couple of bills that are looming out there that affect the PEC group.  
One being a bill regarding Engineering and another directed toward Landscape Architecture.

Last summer I mentioned that every year NeSPE hosts a luncheon for the senators. The executive director for the organization (Katy Boggs) brought up at the last PEC meeting that NeSPE was wondering if the groups that make up PEC would be interested in contributing to the luncheon making it a PEC event and not NeSPE only. The thought was to have each organization make a financial contribution which would allow them to have a display (sign) and allow a representative to attend.

I thought this was a great idea, it gets the individual groups of PEC out there and in front of the Senators and lets them know who we are. We would of also been asked to obtain sponsors to help pay for the senators meals and event hosting costs.

At this meeting Katy announced that the NeSPE have changed their minds (a little) instead of asking for money from the groups they are going to do all of the leg work to obtain sponsors (like they have in the past) but the event will still be branded as a PEC event. They (NeSPE) are asking the individual groups (of PEC) if they would like to take part in the luncheon. (see Katy's email below)

Dear PEC Members-

Thank you for your feedback during our conference call regarding the legislative luncheon- As we discussed on the call, if you could please get back to me by Monday (December 8<sup>th</sup>), close of business if your respective group plans to take part in the luncheon, that would be appreciated. Our hope is to get the invitations out to our guests very soon.

In a couple of side conversations this afternoon – I wanted to clarify that the luncheon will be branded as a PEC event – we will use a PEC letterhead/logo for our senator letters which includes each group name listed and on the program we create. With that, as we get closer and the program starts to take shape, I would like to highlight each group with a blurb about your organization and contact information. This can be a take away piece for our guests. The program also features our sponsor logos.

Again, NeSPE will facilitate the sponsorship solicitation, however, if you have any companies/contact names to add to the list, we would certainly encourage those contacts and would be happy to email them a sponsor kit.

Katy indicated that we can attend the luncheon but would have to pay for the cost of the meal (approx \$30 -\$35) it will be held at the Nebraska Club (which is right next to the capitol bldg) I think that this is a GREAT opportunity for us to meet the Senators to let them know who PSAN is and what Land Surveyors do...

As you can see they are wanting feedback from us by EOB Monday if we plan on taking part in the luncheon. One thing I'm not exactly clear on is who can attend (if it's only open to the board members of PSAN or the general membership) I have an email into Katy asking that question and I can let you know later this morning when she gets back to me.

Either way, I plan on attending but if you can let me know what the board decides I will pass it along.

Thanks

Sincerely,  
Todd L. Whitfield, L.S.  
Principal, Survey Group Leader  
Lamp, Rynearson & Associates, Inc.  
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Omaha, NE 68154-2027  
Phone: 402.496.2498  
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**Proposed Budget**  
**October 1, 2014 - September 30, 2015**

Income	Amount	Expenses	Amount
Membership Dues (includes NSPS Fees)	30,000	Winter Seminar	19,000
Winter Seminar	21,000	Administrative Secretary	16,500
Summer Seminar	6,000	Newsletter	4,000
Newsletter Advertising	700	Website	550
Edward Jones Acct	5,000	Board Meetings	500
		GIS Symposium	350
		Office Supplies	1,000
		Cast Iron Monument	200
		Income Tax Prep	350
		Summer Seminar	2,500
		Lobbyist	3,750
		Phone Bill	700
		Postage	1,000
		Miscellaneous	500
		Lawn Care at 6th P.M	150
		NSPS Governor	1,500
		NSPS Fee	7,000
<b>TOTAL</b>	<b>62,700</b>		<b>59,550</b>

## STATE FAIR SUMMARY

At our last PSAN Board Meeting, we had a discussion of having a booth at the State Fair. Yesterday, I contacted Jaime Parr (Ph. 308-382-1606) who is in charge of renting the booths at the State Fair.

Jamie told me that there is a long waiting list to get into a building. I told her that PSAN is a Non-Profit organization of Professional Surveyors in Nebraska. She was worried that we would be selling our services at the State Fair. I assured her that we were just giving out information and pamphlets relating to Surveying.

She said that they would send me an application for a booth sometime in February. She said she could not guarantee us a booth. We would probably be in the North Building. I know that this is called the 4-H building. The State Patrol and several Government services like the NRD are in this building.

The fair runs for 11 days. The fair is open from 9 am to 9 pm daily, except for Labor Day and then it is 9 pm to 7 pm. She said they would expect that the booths are manned every hour.

The cost for a Booth is \$500 for an in-line booth 10'x10'. The cost for a corner 10'x10' booth is \$600. If you want a power supply cord, it is \$50 additional. There is a Deposit of \$200 that has to be sent in with the Application.

We would need to furnish a proof of Insurance Certificate of Liability. If we don't have it, we can buy a short term policy from them for \$75.

They will give one person a Season pass. For each person manning the booth, there will be a cost of \$4 per day for each person.

I am sending this out now so everyone can think about this and we can discuss it at the next meeting.

I know it all sounds good to pursue it but I believe it is going to be quite a bit of effort. I believe we would have to assure we had enough volunteers to sign up for each day to run the booth. I believe all of us are still working and this is going to be quite an effort to be taking vacation days, long days driving back and forth or renting motels. I really don't know at 11 days and getting 2 volunteers a day, can we guarantee that we will be manning the booth? Heck, a lot of us almost fall asleep at the Winter Seminars.

Thank You,

Bob Heese