

## PSAN BOARD OF DIRECTORS MEETING MINUTES

Country Inn & Suites

5353 North 27<sup>th</sup> Street Lincoln, Nebraska

10:00 a.m., September 28, 2018

1. Meeting called to order at 10:00 a.m. by President Whitfield

2. Roll Call

President: Todd Whitfield - P

President Elect: \_\_\_\_\_

Vice President: LaVern Schroeder (2018) - P

Treasurer: John Berry – P

Secretary: Warren Headlee – P

Administrative Secretary: Gwen Bowers – P

Directors:

Matt Tinkham (2018) – P

Jeremy Feusner (2018) – P

Duane Katt (2018) – P

Jerry Penry (2019) – A

Brian Foral (2019) – P

Eric Schaben (2019) – P

Casey Sherlock (State Surveyor) – P

Steve Cobb (Affiliate – SENLSA) – A

Guest: Dan Martinez – P

3. Review and approve agenda

Dan Martinez asked to be moved up in the agenda to after the conference report.

It was approved to move Dan Martinez from 5.5 to 5.4

LaVern requested to add 7.5, Discussion on Constitution Section 10 – Chairman of the Board

Motion to approve the agenda with changes by: Jeremy Feusner

Second by: LaVern Schroeder

Motion: Pass

4. Review and approve minutes of the June 22, 2018 PSAN Quarterly Board Meeting and Special Board meeting held July 12, 2018.

Motion to approve by: LaVern Schroeder

Second by: Duane Katt

Motion: Pass

5. **Reports**

5.1. Treasurer: (John Berry)

5.1.1. Review and approve Treasurer's report dated September 21, 2018 (attached)

John Berry reported that some money was moved from the Edward Jones account to cover expenses. The bill from Kissle came earlier than normal and for a couple of months PSAN was paying double Administrative Secretary salary (Connie and Gwen).

Motion to approve by: Duane Katt  
Second by: Matt Tinkham  
Motion: Pass

#### 5.1.2. Review and approve budget

Salary for the Administrative Secretary was changed in the budget to include taxes and other fees.

Motion to approve with changes by: Casey Sherlock  
Second by: Duane Katt  
Motion: Pass

#### 5.2. Administrative Secretary's Report: (Gwen Bowers)

##### 5.2.1. Administrative Secretary's report dated September 25, 2018 (attached)

A letter was also submitted from Connie Arnold. It was discussed and her letter will be included in the Fall 2018 newsletter.

#### 5.3. Conference Committee: (Jeremy Feusner)

##### 5.3.1. 2018 Summer Conference, Calamus Reservoir (Matt Tinkham)

Certificates have been mailed out. Matt Tinkham noted that the conference went great and it was well attended. There were three presenters, Ryan Lorenzen, Bob Dahl, and Matt Tinkham. A comment was made that Calamus Outfitters was a good venue.

##### 5.3.2. 2019 Winter Conference, Kearney (John Berry)

John Berry stated that we will send out save the dates in October or November. The scheduled speakers are still on board.

Casey Sherlock will talk at the conference about filing requirements. He noted that the Board of Examiners will be fairly aggressive with surveyors not submitting paperwork.

There was some discussion regarding minimum standards and online options. It would be very tough to change the minimum standards to offer online options; it would like changing state statute.

It was also discussed that PSAN will pay for students to come to the conference

##### 5.3.3. 2019 Summer Conference, Norfolk, NE (LaVern Schroeder)

LaVern Schroeder is still trying to get ahold of BLM. We will have Chuck for half the day.

Jeremy Feusner mentioned getting Ryan Lorenzen back. Feusner highly recommends Lorenzen and thinks he did great at the Summer 2018 conference.

##### 5.3.3. 2020 Winter Seminar, Kearney (need volunteer)

Todd Whitfield noted that we need a volunteer or a couple of volunteers to plan the 2020 Winter Conference. He will bring this up at the 2019 Winter Conference.

Jeremy Feusner suggested putting together a committee so that it's not so much work for one person.

#### 5.3.4. 2020 Summer Seminar (need volunteer)

Todd Whitfield said that he will bring this up at the 2019 Winter Conference as well.

### 5.4. Officer Reports:

#### 5.4.1. President: Todd Whitfield

Todd Whitfield had no report of his own, just Connie's letter.

#### 5.4.2. Vice President: LaVern Schroeder – No report

#### 5.4.3. Treasurer: John Berry

John Berry asked about the newsletter being offered only online to save PSAN money. Can we change the bylaws or constitution to go paperless? Per the bylaws, the newsletter must be printed two times a year. PSAN bylaws would have to be changed in order to no longer print and only offer an online version.

Discussion was to review changing the bylaws at the December meeting and further discuss it. If the Board agrees, then bring it to the General Assembly at the 2019 Winter Conference.

Berry also talked about receiving online payments for the 2019 Winter Conference. We're looking at PayPal as the least expensive option.

#### 5.4.4. Secretary: Warren Headlee – No report

### 5.5. Directors:

#### 5.5.1. Matt Tinkham (2018) – No report

#### 5.5.2. Jeremy Feusner (2018) – No report

#### 5.5.3. Duane Katt (2018)

Duane Katt informed the group that he has a Thompson Center (?) rifle to donate to the auction for the 2019 Winter Conference; he will have the PSAN logo added to the rifle. It's still new in the box. PSAN will give Duane a donation receipt after the conference.

#### 5.5.4. Jerry Penry (2019) – No report

#### 5.5.5. Brian Foral (2019)

Brian Foral wanted to address filing requirement issues. Casey Sherlock said there is a Certified Complaint form; over the phone complaints are complicated.

Foral asked about consequences. Sherlock said that the State doesn't want people to lose their license because then the State would never get the surveys. The complaint form is on the Examiners website. This Board of Examiners wants to get things rectified, not take licenses. Feusner commented that it's part of our responsibility to protect the public.

5.5.6. Eric Schaben (2019) – Nothing to report

5.5.7. Casey Sherlock (State Surveyor)

The State Surveyors office was audited this year and the auditors were not happy. The State needs to scan and index all records, but they need to find someone to do that.

Sherlock attended the NCEES meeting. They are looking at exam development; testing more on Metes and Bounds and test on questions that are specific to our state. Fifteen questions on the exam are for exam development and are not scored. Our state exam is 2 hours, reciprocity is 4 hours. The State will be working on developing a new exam. The current multiple choice exam and interviews leave too much open for debate.

Duane Katt asked if there are specific tests for county surveyors. Sherlock reported there are not, but he may try to have yearly meetings with county surveyors. Sherlock is scheduled to present at several seminars throughout the state.

SS 81-435 (Get state statutes from Casey) – Created/get certificate of authorization

PSAN needs to review the proposed changes to this statute

SS 81-8, 127 proposed changes by the Board

Registrants – no SITs and no LS applications, 1 registered reciprocity, and 1 reactivation

Display of old Robert Harvey stuff – get details from Casey

Examples of zone maps when completed

PLSS data set, MOU somewhat transfers that to the State Surveyors Office

GPS corners are building the foundation of the NE map

BLM wasn't too keen on the GIS doing the BLM property, but BLM was ok with a state surveyor doing it

Sherlock informed the PSAN Board that this is an audit renewal year for licensure; 25% of audit will be of registrants, it's usually 10%, this year is more and it will be a random audit selection. He noted that some states only audit state residents.

Per Sherlock, the State Board of Examiners is not real thrilled with online courses to accrue hours, they like in-person/classes with a 2 hour minimum.

Sherlock also reported that he went to the SCC Construction Workgroup in Milford, it was a roundtable discussion for trade professions

Southeast – Gretna Legion Hall on Oct 27 @ 8:00

5.5.8. Steve Cobb (Affiliate - SENLSA) – No report

## 5.5. Standing Committees:

5.5.1. Education Committee: Matt Tinkham

Matt Tinkham was also invited to SCC Trade Days in Milford. They had a group assembly and then broke out into small groups. He said it sounds like SCC is trying to rework their advisory board. He is still working on community outreach and getting out in front of students, i.e. Career Fairs.

Tinkham reported that he is still working on the next Pre-Exam Workshop.

5.5.2. Historical Committee: Jerry Penry

See report included with agenda.

5.5.3. Legislative Committee: Todd Whitfield

PEC Report. LB 1031: Relates to one call. They want to charge contractors fees to mark. Todd can email it if requested

5.5.4. GIS Committee: Erik Hubl – No report. He’s still trying to make it to a meeting

5.5.5. Nominations and Membership Committees: Brian Langenberg

No new memberships came in. We need to get committee members and a president-elect. Jeremy Feusner suggested Administrative Secretary Gwen Bowers send out an email requesting volunteers as we often hear members say that no one asked them, even though the questions are on the bottom of the membership renewal form. The Board noted that ballots need to go out sooner rather than later. The next meeting is scheduled for December 8<sup>th</sup>.

5.5.6. Publications: LaVern Schroeder

LaVern Schroeder said the Fall 2018 newsletter will be Sandy Mallie’s last time doing the newsletter; after that, the newsletter will be handled by Gwen Bowers.

5.5.7. Ethics and Standards Committee: Duane Katt

Duane Katt wants standards for GIS. Sherlock said the State Board is working on it with the GIS/LIS Committee. Tinkham said that he will reach out to GIS to invite to them to our conference. Berry suggested letting them set up a booth at the conference. Feusner noted that GIS doesn’t have a licensing board, so we need to approach it from an educational stance.

5.5.8. NSPS: Dan Martinez

Per Dan Martinez, NSPS is planning to increase their annual fee from \$40 to \$50 in 2020. Some states have approved this, others have not, and some states have more questions. NSPS is looking to provide more education/training and increasing the fee will help fund these programs

Todd Whitfield mentioned the MOU terms of agreement.

Martinez stated that he would like to present this at the annual meeting. He will have additional information at the next board meeting, prior to the annual meeting. The next NSPS meeting will be held in Maryland.

5.5.9. Nebraska State Surveyor: Casey Sherlock

Everything was said under director report

5.5.10. Affiliate – SENLSA: Steve Cobb

Everything was said under director report

## 6. Old Business:

6.1. Board of Examiners plaque from PSAN award to outgoing board members (John B, Dan M)

Nothing new to report

6.2. Invite Connie to the 2019 Winter Seminar to give her some sort of recognition for her work

Since the agenda was approved at the beginning of the meeting, we will add this to new business for next meeting.

6.3.

## 7. New Business:

7.1. Membership Applications

7.1.1.

7.2. Nominations for Board of Directors positions & President Elect

We need to get a committee together, probably 3 members.

Todd Whitfield will reach out to people prior to next meeting

President Elect

Treasurer

Board Members:

Matt Tinkham

Jeremy Fuesner

Duane Katt

LaVern Schroeder

7.3. Newsletter publisher – Associate member

Due to an anonymous complaint, Sandy cannot be an editor unless she is a member of PSAN. After review of the PSAN bylaws, there is nothing specific about the editor of the newsletter needing to be a member of PSAN.

7.4. PSAN letter to Forest Service: Jerry Penry

Have Todd Whitfield send a letter to the Forest Service

Motion to approve by: Casey Sherlock

Second by: Duane Katt

Motion: Pass

7.5. Constitution Section 10 – Chairman of the Board

LaVern Schroeder noted that PSAN currently does not have a Chairman of the Board and, per the by-laws, should have one. It was decided that once the new board is selected, this will be discussed at the first meeting in March.

8. Board of Director 2018 meeting schedule:

Friday March 9, 2018 (meeting)  
Friday June 22, 2018 (meeting)  
Friday September 28, 2018 (meeting)  
Friday December 7, 2018 (meeting)

9. Motion to adjourn

Motion by: Duane Katt  
Second by: Warren Headlee

Meeting adjourned at 1:39 p.m.