

***DRAFT* Pending Approval**

Meeting of the PLSO Board September 12, 2009

Holiday Inn Eugene-Springfield, Springfield, OR

Attending:

Gary Johnston, Chair
Tim Fassbender, Chair-Elect
J. Edward Henricks, Past Chair
Tierney Dutcher, Assistant to the Executive Secretary

Central (1) Scott Freshwaters, President-Elect
MidWest (2) Kent Baker, President; Renee Clough, President-Elect
Pioneer (3) Joe Ferguson, President-Elect
Rogue River (4) Herb Farber, President; Bob Neathamer (Proxy for Craig Claassen, President-Elect)
South Central (5) Evelyn Kalb, President
Southwest (6) Edith Forkner, President; Walter White, President-Elect
Umpqua (7) David Beedle, President; Randy Smith, President-Elect
Willamette (8) Dave Malone, President; Jack Burrell, President-Elect
Blue Mountain (9) Bob Butler, President-Elect

Committee Chairs: Pat Gaylord, OACES Liaison; Brent Bacon, Bylaws; Bob Neathamer, Professional Practices; Tim Kent, Conference; Dan Linscheid, Geocache & Legislative; John Minor, GPS Users Group

Guest: Fred VanNatta, Lobbyist

Absent: Gary Anderson, EGAC/OSBEELS Liaison; Mary Louise VanNatta, Executive Secretary; Lloyd Tolbert, ACSM/NSPS; Logan Miles, Awards; Brian Reeves, Central President; Craig Claassen, Rogue River President-Elect; Bert Mason, Historian; Oran Abbott, Oregon Surveyor; Roger Galles, Archives; Shaun Fidler, Pioneer President and Membership; John Nemecek, Finance; Greg Crites, WESTFED; Tyler Parsons, Internet/Website; Steve Haddock, Scholarship; Mason Marker, South Central President-Elect; Tim Simons, Blue Mountain President; Paul Galli, OACES Liaison; Wendell Harness, Internet/Website; Sue Newstetter, Oregon 50/150

I. Opening & Reports from PLSO Office

- a. Meeting was called to order at 10:02 a.m. by President Gary Johnston. Attendees made self-introductions.
- b. Agenda for meeting was reviewed and approved.
- c. Review and approval of June 27, 2009 minutes.

MOTION: It was moved by Malone to approve the June 27, 2009 minutes as published. Motion seconded by Ferguson. Motion passed.

- d. Executive Secretary Report: VanNatta provided a written report read by Dutcher.

Finance:

The PLSO accounts stand, **as of 8/31/09**, as follows:

Checking	23,841.69
Checking	CLOSED
Conference	CLOSED
Money Fund	105,038.27
	<u>(up from \$105,032.35)</u>

Total Assets

\$128,879.96

The PLSO accounts stood last year on **08/31/08:**

New Checking:	\$5,657.11
Checking	\$ 7,292.21
Conference	\$13,156.09
<u>Money Fund</u>	<u>\$119,823.10</u>
Total Assets	\$145,928.51

Membership by class:	2005	2006	2007	2008	1/09	9/09
Corporate*	609	592	574	583	473	559
Associate*	107	120	131	108	68	82
Special*	32	34	31	34	32	38
Student	19	31	50	83	25	34
Life	19	29	28	30	23	23
*Dues paying members	748	746	736	725	573	679
Totals	786	806	814	838	621	736

- **MEMBERSHIP RECRUITMENT:** Dutcher reported for M. VanNatta that VanNatta Public Relations (VPR) staff is finalizing forms for the online membership renewal process for 2010, which would work in conjunction with registration for the annual conference. VPR is asking for a beta version for the form before the end of the month.
- **COMMITTEES:** Conference committee meeting site arrangements have been made and staff is assisting the committee with various tasks as directed, including budgeting/coding, on-line registration, etc. A conference "Save the Date" postcard was prepared and distributed to the membership. Staff met with the legislative committee to look at the strategic plan and to discuss the future of the PLSO legislative agenda.
- **FINANCES:** The budgeting process is beginning, and chapter financial summaries have been distributed. The office continues with the regular bookkeeping duties.
- **EDUCATION:** VPR has completed the update of *A Guide to Selecting an Oregon Land Surveyor* brochure and copies are now available for purchase through the office.
- **CHAPTER RELATIONS:** The office printed and distributed brochures/registration materials for Rogue River chapter workshop. The office also provided assistance in the coordination of credit card payment processing for attendees and onsite meals for meetings and workshops including the MidWest chapter.
- **COMMUNICATIONS:** PLSO entered the Public Relations Society of America Spotlight Awards for the 50/150. Gary A., Gary J. & ML & Tierney worked to get the submission completed. The awards will be announced in early October. VanNatta has created a Fan Page on Facebook for PLSO. You can sign up for Facebook at www.facebook.com or if you are already on this social networking program, just search for Professional Land Surveyors of Oregon and become a fan. You can post interesting information for members, potential members and/or students. Dutcher also noted that the office has created a Twitter page and members and stakeholders can follow PLSO on Twitter! She shared that if you are familiar with this program, Twitter provides an opportunity to Tweet 140 character updates with updates or interesting links. Sign up for Twitter on www.twitter.com and follow PLSO on www.twitter.com/ORLandSurveyors. VPR will be updating interesting information about the conference and other activities.
- **GENERAL ADMIN:** Regular processing of checks, membership data updates, promoting sales of logo merchandise, reorganization of the storage unit. VPR has asked OSBEELS to put all the board on the mailing list to receive updates, because they often come very late to us in the mail. If surveyors do not want to receive those, please give OSBEELS a call to be removed from the list.

e. Report from the Chair

Johnston reported that he attended the Southwest chapter meeting for the purpose of visitation and addressing the strategic plan. He will continue outreach visits to the chapters as the year progresses. He reminded chapter presidents to post chapter minutes and meeting announcements on the website and calendar.

Dutcher provided the chapter presidents with details of expenditures to date. Chapters were requested to review these reports and let her know if there are any changes to be made. Johnston encouraged chapter officials to use these reports as a guide to create a budget for 2010. Johnston asked chapters to have a budget session at their next meeting and provide their budget to the PLSO office prior to the November 14th board meeting.

Johnston also urged members to start thinking about awards for 2009. The operations manual contains a list of award criteria and requirements for Surveyor of the Year and Associate of the Year. All nominations for awards are due by the November 14 board meeting. Also, 2010 President-Elects need to be determined by the November board meeting to vote on the PLSO Chair-Elect for 2010.

Remember to talk to Chapters about GPS Controlled Machine work overlaps with professional surveying. In the September issue of Machine Control Today (www.machinecontrolonline.com), an article titled "Machine Control and the Land Surveyor: The Law," discusses some differences in the definition of professional surveying between states as it may pertain to machine control. PLSO and other survey organizations need to become better informed about how they can interact with this technology.

f. Report from the Chair Elect

Fassbender reported that Past-Chair Ed Henricks will assist with obtaining Chair-Elect nominations. Board members can expect to be contacted for input as well. He also noted that board members need to make it a priority to be better informed about survey issues pending for the 2010 special session because time is very limited before that session begins. This year will be busy right at the beginning of the year because of the conference and the special session so close together. Chapter Presidents who have just stepped down, could be great candidates for nomination.

Chapter Activities

- Dave Malone: Willamette Chapter reported that there were no meetings this summer, but there will be a meeting next week. Chapter representatives are involved in planning the Salem conference.
- Edith Forkner: Southwest Chapter reported that the Roseburg ODOT moved the Surveyor's Rock on Highway 42 to the Roseburg office. They are soliciting donations for Boy Scouts to build a shelter as an Eagle Scout project.
- Bob Butler: Blue Mountain reported no activities.
- Evelyn Kalb: South Central reported they had a meeting in May and plan to have their next meeting in October. They accomplished baseline improvement including setting concrete pads at the Klamath Falls airport.

- David Beedle: Umpqua Chapter took the summer off, but will hold a meeting on September 14 in Roseburg.
- Kent Baker: MidWest reported that they had a meeting last Tuesday with a guest from the City of Springfield, who discussed his involvement with GIS with the City. They have a seminar October 9, on adverse possession and will present a mock trial on that topic. They had a 50th anniversary licensure party for Bill Guile. PLSO presented him with the book "Chaining Oregon."
- Joe Ferguson: Pioneer reported that they had a Chapter Picnic. Next meeting is at Cascade Locks in September.
- Herb Farber: Rogue River said 66 paying attendees came to their workshop and on the 21st. Representative Dennis Richards will be the guest speaker at their next chapter meeting.
- Scott Freshwaters said the Central Chapter has a meeting on the 16th in Bend.

II. Old Business

- a. BOD Operating Manual and Travel Policy. Dutcher provided a printout of the new travel policy and it is posted on the website.
- b. Other BOD Operating Manual Drafts
Kent reported the conference committee is working with a comprehensive draft of different functions. The conference manual will be available after January. The legislative committee manual will be revised by Freshwaters and Fassbender. Johnston noted that the legislative chair was to be elected by the legislative committee as adopted by a board decision in January 2003. The financial manual has been started by Nemecek, but he was absent. The membership committee manual is in the process of being updated by Fidler. Kalb asked whether the Casebook should have a manual prepared. It was determined that no manual was needed for this committee as it was a short term function. Bylaws Chair, Bacon offered assistance as needed to those preparing a new or updated manual.
- c. Trade Show Booth
Johnston reported that two full size booths are available. The newer one is at the PLSO office and the old trade show booth resides with Farber. Dutcher will make a kit to go with the old booth and get it to Farber. Schedule with Farber and Dutcher and use the PLSO Google calendar to check availability.
- d. Renewal of VPR Contract
Johnston reported that he will be meeting with VPR soon to discuss the renewal of the contract. He foresees no big changes unless we add additional outreach positions. He anticipates a small request for increase in fees. Comments included that the administrative services are great and very professional. Linscheid, Tolbert, Henricks and Fassbender were appointed to a committee for this task.

III. New Business

- a. Legislative Committee Actions: Johnston reported that the legislative committee met just prior to the board meeting and had several significant actions to report. Freshwaters, legislative committee chair, provided minutes from the August 24th Legislative Committee Meeting to the Board. He reported the committee had met with Tom Gallagher to review the past legislative session and to make future plans. The committee and Tom Gallagher mutually agreed to discontinue the contract with Legislative Advocates. The legislative committee felt

it was imperative to obtain services from another lobbyist for the 2010 special session as quickly as possible. At the special meeting that morning, they interviewed Fred VanNatta, longtime lobbyist who has his own consulting firm. The committee recommended retaining Fred VanNatta as soon as possible through the 2010 session. Following that session, it would be determined whether to work through the RFP process or to form a new agreement with VanNatta. Two known legislative proposals concern surveying: The committee recommended support for the OACES effort to increase the maximum allowable fee that counties could impose for county corner preservation funds; and recommended opposition to the governor's proposal to remove OSBEELS from its semi-independent status and place it under the building codes division (BCD) at which point the BCD would take over all functions of the Board. Extensive discussions on reasons for this were held. Fred VanNatta shared history on this issue and examples of how this could be very troublesome for the profession. Farber recommended working with Fred VanNatta and there is not enough time to go through the RFP Process.

MOTION: Malone moved that the Board accept the recommendation of the PLSO Legislative Committee to hire Fred VanNatta at the same monthly rate as Tom Gallagher, effective September 15, 2009 through the 2010 session and allow the Legislative Committee to negotiate contract details. Farber seconded.

Discussion: Kent asked Freshwaters if the RFP was prepared, Freshwaters said that a draft was prepared but not distributed. Gaylord welcomed the opportunity to work with VanNatta. Johnston noted that the cost was already budgeted.

Motion Passed.

MOTION: Farber moved that the PLSO support the semi-independent status of OSBEELS and OACES proposal for corner preservation with a \$25.00 fee limit. Neathamer seconded. Motion passed.

Freshwaters further reported that legislation to be contemplated for the 2011 session included: Modifying the Right of Entry Law by allowing notification by mail, boundary line agreements and considering aspects of machine control that constitute professional surveying. Relationship building with legislators in advance of the session will be a priority. He urged these issues be mentioned at chapter meetings. Freshwaters noted that there has been a lack of consistent participation and the committee needs a representative from each chapter.

Gaylord didn't anticipate much success with the machine control issue, but supports monitoring the other issues closely. Minor asked if F. VanNatta was to address chapters. VanNatta said that he wants to visit chapters and provide materials to leadership to assist with chapter presentations and will get a list of legislators for each chapter. Smith said legislators should be invited to chapter meetings. Ferguson added that he needed pro's and con's on issues so members feel more educated. Linscheid said he will work with F. VanNatta on a draft regarding the proposed change to the semi-independent status of OSBEELS.

b. Support for Boy Scout Counselors: Gaylord updated the Board on the NSPS plan to support the 2010 Boy Scout Jamboree through funding college age counselors at the event. The cost will be \$695 per person not including travel expenses. NSPS requested Oregon support one student.

MOTION: Farber moved that scholarship be given to support one college student at the requested rate. Freshwater seconded.

Discussion: Level of donation discussed.

Amendment to the Motion: Ferguson amended the motion to change the support level to \$1000. Neathamers seconded the amendment to the motion. The amended motion to donate \$1000 to the Boy Scouts passed. Burrell, Beedle, Malone voted no.

Gaylord stated he may be requesting some financial support from PLSO for his travel to the 2010 Boy Scout Jamboree, but would defer that to a later time. He asked that it be considered for inclusion in the 2010 budget when that document is prepared.

IV. Strategic Planning Session

Farber wanted to review the strategic directions and accomplishments. The plan was reviewed and the Board was asked to provide accomplishments. Farber said the Rogue River workshop had a great turnout, even someone from Texas. Ferguson said the Pioneer Chapter picnic inspired members. Under "Foster Excellence," Ferguson asked if there would be a web tab that listed tips and tricks. Farber said he wanted more direct links on the website for educational components such as Clark College and Fresno State. Johnston said NSPS has more information. 150 event and geocache sites would be considered "Outreach" and "Public Awareness." TrigStar issues were discussed and the Board was asked to review feedback on the program. The Survey Merit Badge and Compass Skills/Map Reading would also be considered outreach. A survey merit badge day would be a good project. Freshwaters has been in communication with realtors about what surveyor's do. Those classes would provide continuing education credit to realtors. Freshwaters has a PowerPoint presentation available upon request. The annual conference and career days provide outreach to students.

V. Break for lunch 12:00 p.m.

VI. Committee Reports

- a. Finance: Nemecek was absent, but is working to consolidate chapter budgets. Kent said they netted \$52,000 profit for the 2009 conference, but the numbers are expected to be down in 2010 and they will be lowering registration costs to \$395 for full registration. Projected budget is \$25-26k net, but the goal is \$30,000.
- b. Conference: Kent reported that the conference committee is moving ahead and the program schedule and presenter list is nearly complete. The committee will meet Thursday night, 9/17. Kent met with Action Registration to discuss live registration starting mid-October. The proposal for the 2011 Salem conference will be made after the 2010 conference. Kent also booked the 12th-14th of January 2011 at the Hilton Eugene as a backup. For 2012, Kent recommends a return to Portland to convene a joint conference with GIS in Action. It would probably be at the Doubletree or the Red Lion Jantzen Beach. The conference meeting date would likely need to be changed from January to February or March as a compromise with the GIS in Action's conventional meeting date in spring.

MOTION: Farber moved that the Conference Committee continue to work on the 2012 conference partnership with GIS in Action. White seconded. Motion passed.

- c. TwiST: Kent reported that OIT wants to make some changes to course offerings, perhaps presenting two sessions, one in Washington and one in Oregon, June - July. In Washington, each chapter has its own TwiST budget. They funded 18 teachers to attend the program. Teachers are then required to make a presentation to the chapter who sponsored them. This year the TwiST course will use a free version of ESRI software which reduces total expenses for this course by \$3,000. Perhaps PLSO could consider contributing this amount toward scholarships. PLSO sponsored three local teachers from Salem. As a result of training they received at the TwiST course, they requested and received three total station instruments for use in their course work. Johnston said that chapters may consider sponsorships for TwiST developing their budget. The goal could be to sponsor 20-24 Oregon teachers at \$500 each. Chapters that produce income from workshops could use part of the proceeds over the next twelve months to provide these sponsorships. Teachers who attended the program in 2008 stated they are available to address chapters. Contact Kent for more information.
- d. TrigStar: Ferguson said that summer has been slow. He asked chapter presidents to make sure to mention both TwiST and TrigStar when PLSO members talk to teachers. One or two TrigStar training sessions will be presented at the conference. Malone asked if there was a standard award program throughout the state. Ferguson said at the present time, chapters set the award amount.
- e. EGAC: Kent reported that the LSAW pays for services of an outreach person who works throughout the state. Johnston said that cost estimates for this position may amount to \$17-18K annually including travel. Fassbender said the Mid-West chapter will not support a paid outreach position. Forkner said the Southwest chapter would like more details before a decision could be made. It was asked that the chapters discuss this at their local meetings and be prepared to comment in November at the board meeting. Kent suggested PLSO invite the LSAW outreach coordinator to speak at our November meeting.
- f. Scholarship: Haddock was absent but provided a written report. The PLSO Endowment Fund for this school year was \$10,447. The scholarship committee voted to raise the total award amount for surveying students to \$10,500, plus needed to fund the Pete Maring Scholarship separately for a total 2009 scholarship award of \$11,000. In his written report, Haddock stated that PLSO board needs to vote on \$553 to reach the \$11,000 balance.

MOTION: Farber moved that PLSO send a check for \$553 to the Oregon Community Foundation. Neathamer seconded. Motion Passed.

- g. Legislative: Report incorporated with legislative discussion under new business.
- h. Oregon Boundary Law Casebook: Kalb reported that progress has been on hold for the summer and is awaiting a progress report from Jeff Lucas. It does not appear that Lucas will complete his Alabama survey law casebook very soon, and other candidates could be considered to produce this document. PLSO should

start brainstorming on a paper copy vs. electronic copy version and how to use it as a member benefit. An outline of alternative ideas for the casebook will be sent to Parsons for circulation and PLSO feedback.

- i. PLSO Liaison to OSBEELS: Anderson was absent. Linscheid reported that OSBEELS met last Tuesday. The Board hired a new full time investigator. SB274, passed during the 2009 legislative session, affects the appeals process for law enforcement issues by OSBEELS. The bill changes the standard for acceptable evidence for an appeal from “preponderance” to “clear and convincing evidence.” A committee comprised of the three land surveyor board members plus one engineering member has been given a 6-month deadline to look at other state’s standards and practices, and formulate some draft standards of practice for Oregon land surveyors. A discussion about the timing of public notices from OSBEELS was conducted as some board members reported receiving meeting notices with little or no lead time. The PLSO office will try to provide meeting reminders by posting as many dates for OSBEELS meetings on the PLSO calendar as possible. The standard meeting of the full board of OSBEELS convenes the second Tuesday of every other month.
- j. Webmaster: Parsons was absent. Johnston reported that he would contact Parsons concerning some outdated items on the website. Linscheid stated that he has updated some portions. A comment was made that there are aspects of the website that are sometimes hard to navigate.
- k. Membership: Fidler was not in attendance.
- l. Professional Practice: Neathamer will prepare a report on the responsibilities of the Professional Practices committee and asked the board review the operations manual and provide him feedback.
- m. NSPS: Tolbert was not in attendance.
- n. WFPS: Crites was not in attendance since WFPS was meeting in Denver the same day as the PLSO board meeting. In a written report, Crites shared information on the June meeting in Nevada. A summary of the upcoming conference dates for WFPS member states are available on www.wfps.org. ACSM Lobby Day is September 24, 2009.
- o. OSBEELS Liaison to PLSO: Report given in section i.
- p. PLSO Liaison to OACES: Haddock attended the August meeting in Boardman for Gaylord and provided a written report. Discussion about title companies and homeowners associations was held.
- q. Oregon GPS Users Group: Minor said they had a great summer meeting and a free picnic. There is a workshop Friday, October 16th. Two NGS state advisors, from Illinois and Maryland, will be instructors at the workshop. Mark Armstrong is the new Oregon State advisor.
- r. Constitution and Bylaws: Chapters were reminded they need to present nominations for Surveyor of the Year at the November board meeting. A discussion of the proxy procedure for PLSO board meetings was held. The proxy must be provided in writing and signed by the officer and provided to the PLSO Chair prior

to the strike of the gavel. At the November meeting there could be three representatives from each chapter, comprised of outgoing and incoming Presidents, and incoming President-Elects. The incoming Presidents and President-Elects will convene the extraordinary board meeting immediately following the regular board meeting in November for the sole purpose of electing the 2010 PLSO Chair-Elect.

- s. Publications: Abbott was not in attendance. Johnston reported that Chuck Wiley had volunteered to assist with *The Oregon Surveyor*. October 5 is the next deadline for articles. A call for special project articles was made.
- t. Awards: Miles was not in attendance. Johnston reminded board members to monitor award timelines.
- u. Other: Geocaching was discussed. Hamilton will no longer be the Geocache chair and Johnston said it would be ideal to have a Geocache chair from each chapter. Tolbert has canisters for each chapter; contact him if a chapter needs one. Kent announced that a workshop will be held on December 4 in Clackamas entitled "Accept or Not to Accept." This workshop is jointly sponsored by the BLM/OIT for the benefit of the OIT survey program. Kent wants to see all 67 OIT students attend the annual conference.

VII. Good of the Order. Next meeting will be Saturday, November 14 at OIT in Klamath Falls.

VIII. Meeting adjourned at 2:35 p.m.

DRAFT