



**PLSO Board Meeting at the Annual Meeting
January 28, 2009
Timberline Room –Red Lion on the River, Portland, OR**

Attending:

J. Edward Henricks, Past Chair
Gary Johnston, Chair
Tim Fassbender, Chair-Elect

Central (1)

Scott Freshwaters, President-Elect
Kevin Samuel, Secretary Treasurer

MidWest (2)

Kent Baker, President
Renee Clough, President-Elect

Pioneer (3)

Paul Galli, Past President
Joe Ferguson, President-Elect
Shaun Fidler, President-Elect & Membership Chair

Rogue River (4)

Herb Farber, President
Craig Claassen, President-Elect
Stephan Barott, Secretary Treasurer

South Central (5)

Evelyn Kalb, President
Mason Marker, President-Elect
Jill Fritz, Secretary Treasurer

Southwest (6)

Edith Forkner, President
Walter White, President-Elect

Umpqua (7)

Ron Quimby, Past President
Brent Knapp, Secretary Treasurer

Willamette (8)

David Malone, President
John Wise, Secretary Treasurer

Blue Mountain (9)

Tim Simons, President
Bob Butler, President-Elect
Steve Haddock, Secretary Treasurer

Mary Louise VanNatta, Executive Secretary

Committee Chairs

John Nemecek, Budget/Finance
Lloyd Tolbert, ACSM/NSPS
Gary Anderson, Education Goals & Actions/OSBEELS
Liaison
Tyler Parsons, Internet/Webpage
Greg Crites, WESTFED
Tim Fassbender, Chair Elect, Government
Affairs/Legislation
Brent Bacon, By-Laws
Dan Linscheid, Past Chair
Sue Newstetter, Outgoing Budget Chair
John Minor, GPS Users Group

Guest

Ed Graham, Past Executive Secretary
Patrick Beehler, NSPS President
Wendell Harness, Member of Willamette Chapter

Absent

Bob Neathamer, Professional Practices
Logan Miles, Awards
Tim Kent, Conference
David Beedle, President Umpqua Chapter
Randy Smith, President-Elect Umpqua Chapter
Jack Burrell, President-Elect Willamette Chapter
Brian Reeves, President Central Chapter

I. Call to Order

- a. Johnston called the meeting to order at 10:10 a.m. General Comments: Welcome, thanks to Ed Henricks
- b. Introductions were made.
- c. Minutes of the November 22, 2008, Board Meeting were provided:

Kalb requested that Brian Reeves be removed from the attendee list as South Central President. He attended as President-Elect of Central Chapter

MOTION: Ferguson moved and Quimby seconded that the minutes be approved as amended. Motion passed.

Tim Kent arrives.

- d. Board Meeting Schedule. Johnston provided the Board Meeting schedule for 2009. The group had a chance to vote electronically for preferences on available dates on the "Doodle" polling program provided by the PLSO office.

Meetings were set for:

- Jan 28 in Portland
- March 14 in Albany
- May 2 in Roseburg
- June 27 in Central Oregon
- Sept. 12 in K-Falls
- Nov. 14 in Salem

- e. VanNatta provided the Executive Secretary Report:

One year ago, the PLSO accounts stood as follows:

New Checking	\$ 29,886.02
Checking	\$ 15,394.14
Conference	\$ 4,953.72
<u>Money Fund</u>	<u>\$ 117,002.91</u> (Nov 07=\$116,059.45)
Total Assets	\$ 167,236.79*

*Conference was not held until March last year.

The PLSO accounts stand today as follows as of **1/16/09**:

Checking	\$ 211,367.30
	(exact balance as of 1/16, not from last statement)
Checking	closed
Conference	closed
<u>Money Fund</u>	<u>\$ 104,895.78</u> (up from <u>103,037.10</u> on 11/08)
Total Assets	\$316,263.08

Membership by class:	2004	2005	2006	2007	2008
Corporate	632	609	592	574	583
Associate	106	107	120	131	108
Special	34	32	34	31	34
Student	37	19	31	50	83
<u>Life</u>	<u>14</u>	<u>19</u>	<u>29</u>	<u>28</u>	<u>30</u>
Totals	823	786	806	814	838

MEMBERSHIP RECRUITMENT: New member brochures were created and produced, a fillable pdf. is done for the website so they can be filled in, printed, mailed and faxed.

MEMBERSHIP RENEWALS: PLSO 2009 renewals have been mailed out with computer generated letters with data for current members (and those from 07 who are in the database) along with a conference flyer. Also, all registered surveyors in the OSBEELS database, who are not currently members, will receive a new member brochure, conference flyer and recruitment letter.

FINANCES: After a great deal of work, we finally achieved centralized accounting! The conference and chapter accounts were closed and now records are being kept in one file. The Chapters were given a choice of using a limited use credit card and were given a deposit 'kit' for workshops and other events. The US Bank Credit Card merchant account was closed and a new system was brought online that will allow for swiping cards, internet processing and best yet, will be going from a rate of 5.03% to under 3%! Working with Sue Newstetter on the budget.

CONFERENCE: A conference flyer was produced. The office produced and distributed exhibitor registrations and is working with Paul Rydell to contract with decorator for exhibitor area as required by the hotel. Office participated in conference calls to monitor conference progress, consulted on food and "give away" items.

EDUCATION: A trade new trade show booth is being ordered. The office is sending out career packets when requested. Scholarship funds were disbursed.

PLSO 150 Oregon: Logo was produced for Oregon 150 to be consistent with the state.

- f. Johnston reviewed the budget as presented by Nemecek. It is a balanced budget.

Anderson asked about Board of Directors Budget. Where does the TwiST program come in? Johnson noted that there was room in the budget for TwiST.

Freshwaters said there would be no workshops for the Central Chapter.

Rogue River Chapter requested a transaction detail report from last year.

Fidler requested the Pioneer Chapter budget be increased. Funds were moved from the Central Chapter to the pioneer chapter.

MOTION: Farber moved, Fidler seconded that the budget be accepted as amended. Motion passed.

- g. Henricks provided a report from the Chair as to the activities that occurred last year.
- h. Johnston reported on the activities that had occurred and would be planned for the upcoming year.

II. Board Orientation

- a. Mission Statement: Johnston reviewed the expectations and mission of PLSO.
- b. VanNatta reviewed the Board Operations Manual and provided information on where to find tools for board service including laws relating to board service.
- c. Nemecek and VanNatta provided a brief review of financial protocols for chapters and board members. Checks or reimbursements should be requested through a check request form. The office can arrange for establishments to bill PLSO directly, they can reimburse people for out-of-pocket costs on behalf of PLSO or can provide checks in advance for expected expenses.

When chapters put on workshops they should deposit monies directly into a local US Bank using deposit slips provided by PLSO. Then they should mail the deposit slip and the names of the people who paid and their method of payment to the office.

The PLSO office is pursuing online registration for chapters to put on workshops.

Nemecek's role will be to oversee budget, to monitor funds and to provide financial recommendations to the board and office.

- d. Johnston reported that he wanted each board member to be on a committee.

- e. If members cannot be at board meetings, they should appoint an alternate.

III. Old Business

- a. Boundary Law Casebook. Kalb reported that she has talked with Lucas and that she wanted to see the Alabama book. The draft book is estimated to be another six months in the works.
- b. Henricks reported on the Legislative Ethics Report issue, in which PLSO could have received a fine for reporting issues. There was only a letter of education provided by the Ethics Commission. He reminded people that they should copy the PLSO office in on any important documents.

IV. Committee Reports

- a. Conference. Kent reported that the conference is going well, good attendance, about 450.
- b. Education Goals & Actions. Anderson reported that there is a high school student program going in Friday. He encouraged the board to talk with them.
- c. Finance. Report provided previously.

d-f. No Reports

- g. Strategic Plan. Farber reported that the Strategic Planning Meeting was on Friday at 1:00 p.m.

- h. Membership. Fidler reported that he will be calling the Chapter members to make sure they have called their delinquent members.

i-r. No reports

MOTION: Being no further business, Farber moved, Quimby seconded that the meeting be adjourned at 11:27 a.m. Motion passed.