

# *The National Association of County Surveyors*

## Minutes of Annual Meeting April 18, 2004 Nashville, Tennessee

President John Canas, Chair

Voting Members Present:

John Canas, President	Orange County, CA
R. Charles "Chuck" Pearson, Past-President	Clackamas County, OR
Scott Zeigler, Vice President	Noble County, IN
Gail Oliver, President-Elect	St. Johns County, FL
Gary H. Stevenson, Secretary/Treasurer	Benton County, MN
Don R. Gilchrist, Director	Van Buren County, MI
Vaughn Butler, Director	Salt Lake County, UT
Robert Hovden, Director	Multnomah County, OR
Steve Keisel	Salt Lake County, UT
Reid Demman	Salt Lake County, UT
Warren Ward	Grand County, CO
Mark Ober	Noble County, IN
Mark Riggins	Marion County, OR
David Couch	Ada County, ID
John Priester	Ada County, ID
Leslie Olsen	Pierce County, WA
George Warnke	Monroe County, MI
Jerry Goodson	Lampasas County, TX
Glenn Richard	Lenawee County, MI
Tom Hamilton	Lincoln County, OR
Kenton Ward	Hamilton County, IN

Guests:

Don Hiatte	Callaway County, MO
Doug Joslin	Los Angeles County, CA
Allen Grace	Santa Fe County, NM
Jeffery Ludwig	Sante Fe County, NM
James Riney	Davies County, KY
Jon Nelson	OK
Kenneth Billingsley	Madison County, TN
Jason Racette, BLM	
Curt Sumner, ACSM	

### **Business Meeting:**

President Canas called the meeting to order at 3:46 P.M.

**County Surveyor's Forum:** President Canas thanked Scott Zeigler for the excellent County Surveyor Forum that preceded the annual meeting. The agenda of the forum is listed at the end of the minutes.

**Approval of Minutes of 2003 meeting:** The 2003 annual meeting minutes had been sent out and posted on the WEB site. Motion was made and passed to approve the minutes.

### **PRESIDENT'S REPORT**

This past year has brought NACS to a high level of membership and name recognition. Thanks to a continuing aggressive membership and outreach program by our Officers and members, our membership is at an all-time high. This has made it possible to execute an Affiliate MOU with NACo. A copy of the MOU is provided for your review in our Newsletter.

ACSM has announced that its proposed reorganization was approved by its membership. The final vote was 1,390 – yes, 196 – No, and 1 abstention. This is a major step forward for ACSM. It provides establishing Member Organizations (MO's), such as NSPS, as autonomous entities and also opens the door for other autonomous organizations to become part of ACSM. Implementation of the reorganization was scheduled to take effect January 1, 2004. NACS is working toward an ACSM/NSPS affiliation.

After reviewing comments and input from NACS membership, the Board of Directors has approved By-Laws changes as it affects membership, Officers, and the Board of Directors. Approval of the proposed changes will be agendized for membership approval at our Annual Meeting in April.

The NACS Fiscal Policies Committee, chaired by Gail Oliver, has been very busy looking into developing and proposing formal NACS Fiscal Policies. These proposed policies are included in our Newsletter for your review and comment. This Committee has also looked into NACS compliance with the Articles of Incorporation. It has become clear that we need to make this a priority for 2004, as much work needs to be done in order to become compliant.

I would like to thank Chuck Pearson, Immediate Past President, for doing an outstanding job representing NACS on the NACo Board of Directors and the NACo Legislative Committee. Chuck was instrumental in the successful MOU with NACo. Chuck also represented NACS on the GCDB Cadastral Subcommittee.

I would like to commend Gail Oliver, President-Elect, for all of her outstanding work on the NACS Newsletter. She has also done an excellent job chairing the NACS Fiscal Committee.

I would like to thank Gary Stevenson, Secretary/Treasurer, for his excellent support and record keeping. This position has steadily increased in workload and responsibility as NACS has grown. Gary has strived to keep up with the workload in a timely manner over the years.

I would like to thank Vice-President, Scott Zeigler, for putting together another excellent NSPS/County Surveyors Forum.

We have made major accomplishments during the past two years, thanks to your support and interest; however, there remains major challenges and work ahead for NACS. I look forward to working with President-Elect, Gail Oliver and you on making NACS a finer, greater organization.

John Canas, President

### **End of President's Report**

#### **PROPOSED REVISIONS OF THE NACS BY LAWS (PROPOSED REVISIONS ARE IN BOLD TYPE)**

##### Article III MEMBERSHIP

**Section 4. Life Membership shall be available to those active voting or associate members  
Who have retired from active practice and have at least ten years continuous membership**

**in the Association, and who have achieved a level of distinction in the Land Surveying Profession due to his or her dedicated service to the Association and widely recognized achievements furthering the good of the Association, or other significant accomplishments in the Profession of Land Surveying deserving of a special tribute. A Life Member may also be any person who has served honorably as President of the Association. Life Memberships must be approved by the Board of Directors.**

#### Article V

##### OFFICERS AND BOARD OF DIRECTORS

Section 1. The Officers of this Association shall be active and voting members of the National Association of County Surveyors and shall consist of a President, **Vice President, Secretary/Treasurer**, President Elect, and Immediate Past President.

Section 2. **Directors of this Association shall be elected for two year terms as follows:**

**When possible, Directors should be elected providing geographic diversity across the United States. At a minimum, there should be four (4) Directors, one each from the Western, Central, Northeastern, and Southeastern regions.**

Section 3. A **biennial** election of all Association Officers and Directors shall be held at a regular general membership business session of the National Association of County Surveyors while assembled at such place and time as determined by the Board of Directors.

Motion was made, seconded, and passed to approve the changes to the By Laws.

#### **PAST-PRESIDENT'S REPORT**

Chuck Pearson, Past President

On behalf of NACS, I have attended the following meetings:

- National Association of Counties (NACo) Western Interstate Region/Board of Directors; Reno, 5/03.
- NACo Annual Meeting, Milwaukee, WI 7/03.
- NACo Board of Directors, Branson, MO 12/03.

Highlights of those meetings are:

**Reno:** The NACo Board of Directors meets concurrently with the Western Interstate Region (WIR). NACo's Western Interstate Region Conferences focus on public lands and other issues critical to the western region of the United States by providing county officials with the opportunity to hear speakers, discuss legislation, network with other officials and exchange information on those issues.

Major action items were:

- Membership Report – As of May 22, NACo had 2,031 county members. This includes 38 new counties and 78 counties that have cancelled.
- Building Report – A summary of the major mechanical and electrical issues was presented by Trammell Crow Company. The conclusion of the report was that if NACo should decide to extend its occupancy, it will likely incur significant costs (\$750,000 - \$2,000,000) to maintain and operate the building. A follow-up report is scheduled at the annual meeting.
- Audit Committee Report – As of the date of this meeting, the financial affairs of NACo are on a solid foundation
- Financial Report – All NACo operations are on target for the budget cycle and it is likely that NACo will meet its net surplus projections of \$798,000
- A new subcommittee on Food Safety was approved.
- The Board convened in Executive Session to discuss the Executive Director's performance evaluation, compensation, and the Executive Committee's recommendations. The Board approved the Executive Committee's recommendations and approved a salary increase.

During this conference, I made a presentation on “National Geospatial Initiatives.” Among the other topics presented at the same time was an update on the Federal Geospatial One-Stop and speaker from USGS on the National Map.

**Milwaukee:** This is the Annual Meeting of NACo and is generally held during July. Next year, it will be held in Phoenix and at the end of that meeting, Gail Oliver will be elected to replace me as the NACS representative to NACo.

This is the meeting where the steering committees of NACo present their annual reports and the proposed platforms for the coming year. Significant actions were:

- Audit Committee/Financial – In spite of a nearly \$700,000 budget shortfall (which will be made up by spending decreases), we are on target for an estimated \$800,000 net surplus at years end. This will result in nearly \$11 million in net asset surplus. A previous recommendation of the Audit Committee that NACo consider the position of “treasurer” was not recommended by the NACo audit firm.
- In addition, many reports were presented at the annual meeting, bylaws were amended, officers elected, and committees appointed.

For the coming year, I was appointed as the chair of the NACo GIS Subcommittee. More on that later.

**Branson:** Every year, the new Board meets at a location selected by the president and this year it was in Taney County, Missouri in Branson – the home of the country theater. Unfortunately, we flew into Kansas City in the middle of a snow storm and drove to Branson. The weather improved drastically until the last night when it snowed again for the drive back to Kansas City.

Significant actions were:

- A presentation by Nationwide Retirement Solutions was given. This is the approved provider of deferred compensation plans for NACo and is available to member counties. A significant portion of NACo revenue is in the form of royalties from Nationwide. Since the inception of the program in 1968, NACo has received \$23.515 million.
- A presentation was made by the NACo Financial Services Center, which is a “for profit” independent part of NACo. Its purpose is to provide value-added products and services to county governments, employees, families, and retirees. Activities include Nationwide, the National HR Alliance, Debt Collection Services, Financial & Retirement Planning Services, Purchasing Alliances, and Health Care plans.
- NACo is providing Grants information and assistance. New grant opportunities are researched daily and posted in a “Grants Alert” section of the home page. There are many publications available from NACo for a nominal fee. These can be reviewed at the NACo website ([www.naco.org](http://www.naco.org)) under publications.
- Legislation – Key legislative accomplishments for 2003 were the introduction of remote sales tax legislation, reauthorization of TEA-21, \$4.2 billion in funding for homeland security. The adopted legislative priorities for this year are posted on the NACo website and will not be repeated here.
- The 2004 annual budget was approved with revenues anticipated at \$20,626,185 and expenses anticipated at \$19,502,601 resulting in a surplus at the end of the year of \$803,584.
- The NACo Strategic Plan was presented and approved.

**Washington DC:** The spring meeting of NACo in Washington DC is the Legislative Conference where members of Congress and Cabinet members are invited to speak to NACo and time is allowed at the end of the conference to allow delegates to meet with their congressional representatives.

Significant actions were:

- The 2003 audit report was presented and noted that there were no problems. A recommendation was made by the auditors that NACo create a formal corporate policy that sets forth roles and responsibilities among employees, officers, and board members for the prevention and detection of fraud.

- The Board voted against a Finance Committee recommendation to allow long-term investments in international funds.
- The 2010 Annual Conference was sited in Reno, Nevada.

The next meeting of the NACo Board will be in Phoenix next July. That will be the last meeting I will attend as your NACo representative. I would like to note that it has been an honor representing NACS at the national level and I hope that I have fostered a positive image of our association.

Thank you for the opportunity to serve.

**End of Past-President’s Report**

Warren Ward brought up that the BLM was in the process of creating a new survey instruction manual for the PLSS and that the BLM is asking for comments on the new manual. Ward asked that NACS appoint a committee to solicit and formulate comments on behalf of NACS. President Canas appointed Ward to head such a committee.

**VICE PRESIDENT’S REPORT**

Scott Zeigler thanked this year’s NSPS/County Surveyor’s Forum speakers and asked for ideas for next years meeting.

**End of Vice-President’s Report**

Policy and Operation Guidelines of the National Association of County Surveyors was developed by Gail Oliver and had been presented to the Board of Directors for review and comment. The final version was presented to the membership. Motion was made, seconded, and passed to approve the guidelines.

**Membership Report:** Currently, the 2004 NACS membership consists of 145 paid members. We have 3 Life Members. We had 115 members in 2003. In 2004, we have 33 new members. A reminder notice had been sent to all previous members who have not paid 2004 dues. The roster will be updated as new dues are received. Again all members are encouraged to recruit one new member each.

Breakdown by State:	2003	2004
Alaska	1	1
Arizona	4	2
California	10	12
Colorado	3	3
Florida	12	13
Georgia	0	1
Idaho	2	2
Indiana	11	19
Michigan	5	5
Minnesota	13	21
Missouri	1	2
Mississippi	0	1
Montana	0	0
North Dakota	1	1
Nebraska	1	1
Nevada	0	4
Oregon	17	19
Texas	0	2
Utah	4	5
Washington	25	25

Wisconsin	5	5
Wyoming	0	1

Members are encouraged to continue to contact fellow County Surveyors and to encourage them to join our association. Discussed other sources for getting mailing lists and trying to mail out to all County Surveyors across the country. There are approximately 3500 counties who are members of NACo. Jon Warren is to be commended for the large increase in members from Washington. The Washington Council of County Surveyors added the NACS dues to their own dues. He challenged other state associations to do the same.

**Treasurer's Report and 2005 Budget:** The following Treasurer's Report and proposed Budget were discussed. The major part of the association expense is related to expenses for the President or other officer to attend NACo meetings. The members feel strongly that it is extremely important to have a NACS presence at the NACo meetings and support the expense for travel reimbursement. The association has been fortunate to have Presidents and/or officers that have been able to absorb some of the travel costs.

Since its inception, NACS had never filed a federal tax return with the IRS. That is why we lost our previous Fed. ID number. Gail reapplied and we now have a new number. Based on CPA review of our records and calls to the IRS, NACS is not listed as a Non-Profit organization and never has been. There is a process and form to fill out to apply for non-profit status. Evidently this has never been done.

NACS tax liability to the IRS was as follows:

- Year 2000 - \$227.00
- Year 2001 - \$399.00
- Year 2002 - \$392.00
- Year 2003 - \$596.00

Making the total \$1,614.00. The tax returns were filed and payment of the taxes due was made. The new Secretary / treasurer will look into the non-profit status and how to apply for it.

<b>TREASURER'S REPORT</b>	2003 Actual	2004 Actual
Balance 12/31/02	\$ 15,001.28	
Balance 12/31/03		\$ 18,506.10
<b>Income Item</b>		
Interest & Credits	\$ 15.02	\$ 2.42
2002 Dues	\$ 75.00	
2003 Dues	\$ 6,500.00	
2004 Dues	\$ 200.00	\$ 6,750.00
2005 Dues		\$ 50.00
<b>Total Income</b>	<b>\$ 6,790.02</b>	<b>\$ 6,802.42</b>
<b>Expense Item</b>		
Conference/Meeting Travel		
Bank Charges	\$ 1.00	\$ 9.75
Pearson Travel-GCDB Meeting-March 02	\$ 471.22	
Pearson Travel-NACo-Sept 2002	\$ 469.72	
State of Utah Registration	\$ 31.20	
Postage & Shipping	\$ 22.20	\$ 233.90
Printing-Certificates & Letterhead & Newsletter	\$ 99.99	\$ 80.40
Award Plaques	\$ 76.35	\$ 92.67
Pearson Travel -NACo & GCDB - 5 trips	\$ 988.58	\$ 1,109.77
President-Elect Travel-NACo	\$ 1,124.94	

Accountant Fees		\$	200.00
Taxes		\$	1,614.00
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Total Expense	\$	3,285.20	\$ 3,340.49
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Balance 12/31/03	\$	18,506.10	
Balance 4/14/04			\$ 21,968.03

Treasurer's Report shows a current balance of \$21,968.03 on April 14, 2004. Approval of the Treasurer's report was moved and passed.

	2003 Budget (01/01/03- 06/30/04)		2004 Budget (07/01/04-06/30/05)	
<b>BUDGET</b>				
<b>Income Item</b>				
Interest & Credits	\$	25.00	\$	1,639.00
Dues	\$	5,000.00	\$	7,000.00
Total Income	\$	5,025.00	\$	8,639.00
<b>Expense Item</b>				
President Travel-(1)NACS and/or (2)NACo Meetings	\$	1,000.00	\$	3,500.00
President-Elect Travel-(1)NACS and/or (1)NACo	\$	1,000.00	\$	1,200.00
NACo Representative Travel-(1)NACo Meeting	\$	5,375.00	\$	1,500.00
AdHoc Travel-Representation NACS or NACo	\$	1,000.00	\$	2,000.00
Bank Charges	\$	10.00	\$	15.00
State of Utah Registration	\$	50.00	\$	50.00
Postage & Shipping	\$	400.00	\$	200.00
Printing-Certificates & Letterhead & Newsletter	\$	200.00	\$	200.00
Award Plaques	\$	200.00	\$	200.00
Accountant Fees	\$	500.00	\$	500.00
Taxes	\$	200.00	\$	-
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Total Expense	\$	9,935.00	\$	9,365.00
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Approval of the 2004-2005 budget was moved and passed.

**Election of Officers for two-year terms, 2004 - 2005:**

Nominations were made as follows:

President-Elect:	Kenton Ward
Vice President:	Scott Zeigler
Secretary-Treasurer:	R. Charles Pearson
Director:	Warren D. Ward

Director: Vaugh Butler  
Director: George Van Til  
Director: Don Gilchrist  
Director: Robert W. Wigglesworth

Motion moved to vote on the entire nomination in one ballot. Motion was seconded and the motion passed unanimously.

Plaque was presented to outgoing Past-President R. Charles Pearson.

Meeting was turned over to Gail Oliver

## **PRESIDENT-ELECT'S REPORT**

Submitted by Gail Oliver

I attended my first National Association of Counties (NACo) meeting this summer. It was a great experience to see so many county officials and staff gathered in one location. The conference theme was "All-American" and by all means it fit the occasion. There were a vast amount of programs to attend but what struck me as most important was that our affiliate group has a vote on the Board of Directors of NACo so County Surveyors play a roll in setting the direction of all activities that NACo is responsible for. The list of activities, programs, services, etc. is just endless. The best way to see them all is to visit the NACo website at [www.naco.org](http://www.naco.org)

In your county look for NACo publications as the NACS has had some visibility lately. One edition of "Affiliate News" included information about NACS Officers attending the NACo Annual Conference in Milwaukee, WI July 11<sup>th</sup>-15<sup>th</sup> along with information about our membership drive.

I also had an opportunity to meet the officers of the affiliate group for the National Association of County Engineers (NACE.) I have been added as a member of their email list for updates and will share that information with you all periodically. They have invited me to their annual meeting in Orlando, Florida this summer so I plan to attend and do some outreach for County Surveyors with the County Engineers.

I worked on outreach throughout the year by submitting membership information to NACE, Point of Beginning Magazine, ACSM Bulletin, and Professional Surveyor for publication. I also contacted the research group with NACo to obtain a list of states where County Surveyors are elected. They have provided us with this information and as time permits I am requesting the list of those individuals from each Secretary of State and then doing a mail out for recruitment.

At some point during the year I visited the NACS Website and noticed it needed updates, so I worked with John Canas and NACo staff and getting the site updated.

Since our last meeting I coordinated and edited the Summer 2003 Newsletter and will have completed the Winter 2003 Newsletter by the time you read this report.

As directed by John Canas, I drafted policies and operations to be reviewed at this meeting.

Goals for 2004

1. Bring Corporation status into compliance with all state and federal regulations
2. NSPS Homeland Security Committee
3. Geo-spatial One Stop Representation
4. Continue Membership Drive
5. Continue NACS Outreach Program
6. Take action on a formal ACSM affiliation
7. Continue with the Newsletters
8. Monitor Policies and Operations for possible edits
9. Continue NSPS/County Surveyors Forum

10. Keep membership advised of NACS activities with a monthly email.

**In closing, I'd like to thank everyone for the opportunity to be a part of this organization and look forward to continuing to serve.**

### **End of President-Elect's Report**

#### **Other Business:**

New membership certificates were handed out to those present. The rest will be mailed out. Life Membership Plaque was presented to Larry Nybeck who have recently retired and were long-time members of NACS.

Plaque was presented to John Canas for his service as President.

Discussion on summer workshop being worked on by Ada County, Idaho.

Discussion on Washington County Surveyor's working on issues with County Engineers.

**2005 Annual Meeting:** The next annual meeting of NACS will be held in conjunction with the ACSM meeting to be held in Las Vegas.

**Adjournment:** Having no further business, President Oliver adjourned the meeting at 4:45 PM.

Minutes submitted by Gary H. Stevenson, Secretary

**SUNDAY, April 18, 2002**  
**NSPS COUNTY SURVEYORS FORUM**  
**ACSM Conference**  
**Nashville, Tennessee**

**ANNUAL MEETING – AGENDA**

**JOHN CANAS, PRESIDENT, NATIONAL ASSOCIATION OF COUNTY SURVEYORS,  
ORANGE COUNTY SURVEYOR, CALIFORNIA**  
**SCOTT ZEIGLER, VICE PRESIDENT/PROGRAM CHAIRMAN/MODERATOR,  
NOBLE COUNTY SURVEYOR, INDIANA**

- 10:00 PM – 11:00 AM**      *“BLM Partnering with County Surveyors”* –  
**JASON RACETTE, CADASTRAL SURVEYOR,  
DEPARTMENT OF THE INTERIOR, BUREAU OF  
LAND MANAGEMENT, WASHINGTON, D.C.**
- 11:00 AM – 12:00 PM**      *“Status of ACSM”* –  
**CURT SUMNER, EXECUTIVE DIRECTOR ACSM**
- 12:00 PM – 1:30 PM**      **LUNCH BREAK**
- 1:30 PM – 2:30 PM**      *“Rendezvous ’02 on the Mason-Dixon Line)”* –  
**TOM SNOW, PROJECT MANAGER SHANNON  
SURVEYING**
- 2:30 PM – 3:30 PM**      *“The Latest Developments in LIDAR and Digital  
Orthophotography”*  
**ANTHONY THORPE,  
TECHNICAL DIRECTOR SANBORN MAPPING**
- 3:30 PM – 5:00 PM**      **NACS Annual Business Meeting**