

VAAO BOARD MEETING
Boars Head Inn
Charlottesville, Virginia
Thursday, March 23, 2017

Voting Members in Attendance:

Past President	Brian E. Gordineer, AAS -Absent
President	Billy Driver -Present
President Elect	David Sanford, CAE, SRA -Present
First Vice President	Ryan Davis -Present
Second Vice President	Jason Hughes –Present
Treasurer	Mary Deas, CMS, -Present
Secretary	Kathryn Edmondson- Present
Director 1 Year	David Nelligar-King, RES -Present
Director 1 Year	Aruna Pearson, RES, AAS-Present
Director 1 Year	Kevin Prine, RES, AAS- Present
Director 2 Years	Libby Griebel- Absent
Director 2 Years	Paul Bidanset- Absent
Director 2 Years	Pete Lynch- Present

Call to Order and Welcome: President Billy Driver called the meeting to order at 10:03 A.M.

Invocation: Thomas Little, Chaplain – Absent
Ken Fay provided the invocation in Thomas Little’s absence.

Pledge of Allegiance: Ken Fay, Flag Bearer/Sergeant-at-Arms – Present
Ken Fay led the Association with the Pledge of Allegiance.

Secretary’s Report: Kathi Edmondson -Present
Secretary Kathi Edmondson provided minutes to the Board from the January 12, 2017 meeting. Second Vice President, Jason Hughes made a motion to approve the minutes as presented. The motion was seconded by Treasurer Mary Deas. There was no discussion and all voted in favor.

Treasurer’s Report: Mary Deas, CMS –Present
Mary Deas, CMS, presented the Statement of Account Balances as of March 23, 2017 showing assets of \$129,772.03. Income minus expenses equals \$24,520.79. Dues for 2017 have been paid by 672 Regular Members, 17 Retired Members, and 17 Associate members. President Billy Driver indicated we are short on associate dues but we did have Jeff Glass mailing company join. Mary indicated on April 1st a second notice of dues owed will go out. Bruce Woodzell and Wendell Ingram had a question about the checking account balance being at ninety thousand. A suggestion was made to move some to a CD. Usually the balance in checking has been around sixty nine thousand.

After a brief discussion it was decided to revisit this at the end of the year. A two year CD is paying around 1%. Tammy Carroll mentioned Capital One 360 and Barclays pay 1% on CD with no time minimum. President Elect David Sanford made a motion to approve the Treasurer's Report. The motion was seconded by Second Vice President Jason Hughes. There was no further discussion and all voted in favor.

Committee Reports:

Reporting to President Elect: David Sanford, CAE, SRA

Education Committee: Ann Boggess and Brian Hall –Present

Chairs Ann Boggess reviewed the schedule for the Seminar in July at the Boar's Head Inn in Charlottesville, VA. Brian Hall reviewed the budget. Handout was provided with two different attendance scenarios. Kevin Prine had a question regarding the food expenses based on attendance numbers. Brian indicated numbers are based on the high end. Bruce Woodzell also mentioned in the past we had come up short due to gratuities and taxes not being factored in. It was also stated there is no minimum required. The committee chose for the most part the least expensive options available. President Billy Driver gave overview that the fees were same as last year and he felt like the budget was fiscally responsible. Ann and Brian thanked their committee for all their hard work so far. The hotel reservation link is on VAAO website and the schedule will be up there soon. You will be able to register by middle of April for the seminar. Debbie Reason, COR will email her fellow commissioners with this information.

Audit and Finance Committee: Rod Compton -Absent

No report.

Reporting to First Vice President: Ryan Davis- Present

Arrangements Committee: Sandy Walton- Present and Scott Pfouts- Absent

Sandy Walton reported the Annual Conference will be at the Hotel Roanoke October 17th – 21st. The room rates are \$152 a night. We will be using the venue 'Center at the Square' on the roof top, for one of our events.

Membership Committee: William Bacon -Absent

No report.

PDP Advisory Committee: David Nelligar-King, RES -Present

Chair reported that there were a total of three new candidates for designee, Douglas A Kirby, RES from Hanover County, Walter O Velasquez, AAS from Arlington County and Janie Culpepper AAS from Portsmouth.

David reported The Virginia Designation Candidate Forum (VDCF), our Assessor'sNet online community, is complete. Kate Smith indicated a few more tweaks to make it easier to use. This will increase communication overall and IAAO will be supporting this communication for Virginia.

David Sanford indicated the rule on college degree requirements may try to require this again. When they previously set the deadline of December 2013 they had 800+ applicants. David also shared the report used to obtain your SRA can also be used to get credit towards their designation.

Personnel Committee: Kevin Prine, RES, AAS. Present

Kevin will be sending out Salary Survey late spring or early summer. Kevin would welcome any ideas to encourage jurisdictions to submit their surveys. Billy Driver indicated that he reached out by phone to encourage people to fill out the report. Billy suggested Debbie Reason look into providing a reminder on their website. It was suggested the membership list be cross referenced with Williams Membership committee list to make sure we are reaching out to all of the commissioners and assessors.

Reporting to Second Vice President: Jason Hughes

Awards Committee: Charles Vester - Absent

No report.

Resolutions Committee: Bruce Woodzell – Present

Bruce indicated Reba will continue to do Conference Awards. Resolutions: We lost a valuable member to the VAAO organization. They were an associate member; William (Bill) H Tittle V. Susan and Bruce working on resolution. Bruce will bring to boards attention in July for approval to be read at Conference in October. Bruce would like to present a formal resolution to family and he would also like to publish on VAAO website. Susan will work with Bruce on presenting to family. Susan was a longtime friend of Bill's. Susan remarked on how supportive Norfolk Southern was financially to our association. She recommended we reach out to get the support again. Railroad touches all of our jurisdictions and she felt like Norfolk Southern would like to be a part of our association.

Bruce also posed question regarding if we solicit membership from tax reps like Marvin Poer's, etc. There was discussion that we should reach out to these companies for their support.

Manual Committee: Mary Garris-Present

No report.

Publicity Committee: Paul Bidanset –Absent
No report

Reporting to the President: Billy Driver

Nominating Committee: Past-President Brian E. Gordineer, AAS - Absent
Billy received email from Brian Gordineer. Since his diagnosis with Sjogren's back in 2007 his symptoms have gotten worse. Billy suggested we send him a card. Brian has asked to step down as chair of Nominating committee but would still like to serve. Billy called Ron to ask if he would step up to chair the committee. Ron agreed to chair again, he added Brian is having symptoms yet his tests are coming back ok so far. He is working from home now. Billy made a motion that Ron becomes the chair of the Nominating Committee this year and it was seconded by Pete Lynch and all voted in favor.

Contracts & Site Review Committee: Ron Agnor - Present

Currently have 3 years contracted at the Boars Head. Conference at Hotel Roanoke is set for this year and David's in Virginia Beach is set for 2018. Ryan's conference took a little longer to secure contract due to Kingsmill has been sold. They have verbal agreement and will confirm that agreement this week. The rate is the same and the date is November 19th-23rd at a rate of \$139. Ron asked for authorization to sign under these terms and conditions. David made a motion for Ron and the committee to sign and authorize with the conditions mentioned above and it was seconded by Jason Hughes. There was also discussion regarding other hotels. Bill mentioned a new Hilton at Waterside to consider. Ryan thought it would be nice for Jason to check into it. David applauded Ron for his efforts. There was feedback from director for food and activities that our organization was a pleasure to work with and the individual in charge of contracts was great to work with. He also thanked Ron for securing the Hilton in Virginia Beach. Dates for Hilton would be first week of October. Ron indicated competing properties coming to Virginia Beach. There is a new Marriott which will be located across the street from the Cavalier and the new Hilton in Norfolk. Mary who was as Sales Manager at the Hilton in Virginia Beach is now in Norfolk and has invited Ron to come take a look.

Legislative Committee: Susan Lower –Present

Report from Charlie Crowson: HB 1526 seeks to allow income properties not to provide their income and expense statements from property owners. Susan and Billy were asked by Charlie to come and speak to the senate committee. They prepared a speech to oppose. It was a great learning experience. It failed on the floor and sent back to committee. Susan read Charlie's report. None of surviving legislation is controversial. HB1526 is dead. Susan remarked on the value of Charlie Crowson and who he knows. He is invaluable and we need to find someone to shadow him. Billy agreed he and

Susan could get an ad hoc committee to address this. He asked for volunteers to get with Susan. Susan would talk to Charlie first about this and get his input.

Communications and Technology Committee: Jonathan Garner -Absent
No report. See him if you need anything put out on the website.

Billy will have Jonathan update the website with the committees in the coming week.

Use Value Committee: Tommy Blackwell –Absent, Mary Garris- Present.
Mary & Tommy have been working with the Education committee to plan a Use Value session in July. The first half will be about Agritourism. For the 2nd half, they've invited Andrew Smith to say a few introductory words on behalf of the Farm Bureau, Kevin Schmidt from VDACS, Dr. Gordon Groover from Virginia Tech, and Dean Cumbia from (VDOF).

Regional Seminar Committee: Tammy Carroll, CAE -Present
There is nothing new since last meeting. Kim Smith has resigned her position from the committee and Kevin Prine has agreed to serve. Billy is fine with Kevin taking her place. Theresa Borne with Department of Taxation needs to have her name updated on website. Tammy asked for ideas for regional seminars, please send them her way.

Parliamentarian: Wendell Ingram- Present
No report.

Flag Bearer/ Sergeant at Arms: Ken Fay- Present
No report.

Chaplain: Thomas Little- Present
No report

Commissioner of Revenue Liaison: Honorable Debra Reason –Present
She thanked everyone and will let us know who will be working on the education for the Commissioner's. Agenda is complete for seminar and she'll remind Commissioners to register for hotel and conference.

IAAO Representatives: Greg Goodwyn, Derek Green, Deidre Kelly, AAS –
No report

Bruce mentioned they have course 101 on line. Hope it will not take away from Jason's assessor's school. Bruce has worked on this for 12 years and it's finally here.

Bruce also mentioned Elizabeth Craft has cancer and has been undergoing treatment. She is done with treatment now. Billy asked that Bruce let her know we miss her and wish her the best.

Old Business:

Kevin Prine had brought up the idea of changing VAAO Facebook group to a page and the board had asked to come back with more information. He reported he has shut down the 'group' and changed to 'page' which would allow for others to follow and promote our organization and our people that are a part of it. There was much discussion about pros and cons. How to deal with negative posts or posts taking a position on an issue that may be misconstrued as the position of VAAO when it is not. Kathi suggested a class at a regional seminar on 'How to handle Social Media'. IAAO has also offered webinars on this subject. Kevin offered to contact IAAO and how they handle it and will report back in July.

New Business:

David King brought up a discussion about looking into how everyone can get the biggest benefit out of our scholarship fund and how can we be more effective. He suggested using scholarship committee list of those that passed course 101 as a resource for all the hiring managers. He also offered a suggestion that we offer Course 101 On-line to individuals that have already been hired in our profession. It was decided to form an Ad Hoc committee of hiring managers to see what they are looking for. Jason suggested recipients write a thank you letter to VAAO and have it posted in the network so that would help them get their foot in the door. Many ideas were mentioned to look for ways to make sure the scholarship money is being used wisely and everyone is getting the most bang for their buck. Billy asked for volunteers to be on ad hoc committee. Ken Fay, David Sanford, and Aruna Pearson volunteered.

Billy wanted to get feedback on budget for Audio Visual for Conference and Education Seminar. In reviewing previous years budgets it has been about \$3000. Brian gave prices on AV equipment for Boars Head Inn. Ron shared his experience with AV. Each hotel is different and may require different setup. Ron suggested get a quote and then negotiate the rates down. You can expect or should aim to get 50% off if you are there for the whole week. Ann indicated there were several request by speakers for laptops. I suggested we have volunteers bring one for each room and leave for the day and then you avoid dealing with changing out laptops and having issues with hooking them up in between presentations.

Billy would like to have all of our board members at the opening ceremonies and be able to show who they are and what their responsibilities are. He is asking that

everyone make every effort to be there so you can be recognized and this will give others ideas of committees in which they could serve.

Adjournment:

President Billy Driver adjourned the meeting at 12:10 P.M.