

MINUTES

LSAW Board of Directors meeting held November 14, 2020 via Zoom Video Conferencing

CALL TO ORDER

President Donald Wieber called the meeting to order at 9:08 AM.

ROLL CALL & INTRODUCTIONS OF GUESTS.

Donald Wieber, President
Jeff Lynch, President-Elect
Chris Jepson, Vice President
Lynee Forsyth, Secretary
Kate Schalk, Immediate Past President
Crissy Willson, Executive Director

Directors:

Tom Brewster, Northwest Chapter
Tony Chenier, Lower Columbia Chapter
Scottt Harksell, North Olympic Chapter
Robert Hillebrand, North Puget Sound Chapter
Rudy Kitzan, Inland Empire Chapter
Joe Kraft, North Puget Sound Chapter
Gary Letzring, Southwest Chapter
John Linzee, Southwest Chapter
Luke Lymangrover, North Olympic Chapter
Mike Lynch, Snohomish Chapter
Carla Meritt, Lower Columbia Chapter
K.C. Moore, South Puget Sound Chapter
Ben Petersen, WFPS Delegate
Gary Proctor, South Puget Sound Chapter
Alex Sellman, Northwest Chapter
Darrell Sorenson, Snohomish Chapter
George Stolp, Northeast Chapter
Grant Tolton, Northeast Chapter

Chapters Absent: Cascade Columbia, North Central, South Central

Guests:

Tom Barger, 2022 NATRF Task Force Chair, BRPELS Liaison, DNR SAB Liaison
Pat Beehler, LSAW Past President and DNR Public Land Survey Office
Bob Knuth, DNR Public Land Survey Office
Jon Warren, LSAW Past President and AELC Liaison

AGENDA REVISIONS & ADOPTION

There were no agenda revisions.

APPROVAL OF MINUTES

The August minutes were emailed to the membership, posted to the LSAW website, and included in the agenda.

MOTION 2020-026: MOVED by Ben Petersen and **SECONDED** to approve the August 15, 2020 minutes. **MOTION CARRIED.**

PRESIDENT'S REPORT

President Donald Wieber welcomed everyone to the virtual meeting and thanked everyone again for continuing to get the organization's business done during the COVID-19 pandemic.

TREASURER'S REPORT

Report included in agenda.

MOTION 2020-027: MOVED by Jeff Lynch and **SECONDED** to accept the Treasurer's report as included in the agenda. **MOTION CARRIED.**

2021 BUDGET

The Budget and Finance Committee prepared the proposed 2021 budget which was included in the agenda. Before approving the budget, the Board discussed several items including 2021 meeting format, scholarship donation amount, and the association management contract.

MOTION 2020-028: MOVED by Lynee Forsyth and **SECONDED** to allow for virtual meetings in 2021. **MOTION CARRIED.**

MOTION 2020-029: MOVED by Rudy Kitzan and **SECONDED** to increase the LSAW Foundation donation to \$10,000. **MOTION FAILED.**

During discussion, representatives of the LSAW Foundation confirmed that very few scholarship applications were received last year therefore the scholarship expenses to the Foundation were less than usual. While the LSAW Board was not opposed to increasing support to the LSAW Foundation, based on the information, the LSAW Board chose to maintain the original \$7000 donation level instead of increasing to \$10,000.

Approval of the 2021 Budget occurred later in the meeting after the Board discussed the renewal of the association management contract.

EXECUTIVE OFFICE REPORT

Report included in agenda.

The Fall Seminar webinar series geared toward the Survey Technician has been well attended and running smoothly. The webinars are being recorded and will be added to the LSAW store for purchase once the series is complete.

Crissy reported that the Hilton Vancouver remains flexible about our commitment to an in-person event for 2021 and, if needed, will allow LSAW to reschedule for 2022, with no penalty. After some discussion, the general consensus was that LSAW should hold a virtual conference in 2021 rather than in-person. The Board also felt that we needed to make a decision sooner rather than later so LSAW can start advertising and planning.

MOTION 2020-030: MOVED by Joe Kraft and **SECONDED** that LSAW hold a virtual conference in 2021 rather than in-person. **MOTION CARRIED.**

Action Item: Crissy to provide information to each Chapter regarding the virtual platform. Testimonials from attendees at other virtual conference will be included.

The Executive Office inquired about the LSAW Group Exemption in October and the IRS reported that they are currently backlogged at least 90 days due to COVID-19.

The Board went into a closed session to discuss the association management contract renewal with AMS. The contract was reviewed during the closed session. At the request of the Executive Committee, the contract presented was lengthened from two years to three years. The Board discussed including an “evergreen clause” so that LSAW doesn’t have to re-enter into a contract every 2 or 3 years. Instead of changing the proposed contract, the Board agreed to accept the terms, as presented and will revisit an evergreen clause during the next contract.

MOTION 2020-031: MOVED by Tom Brewster and **SECONDED** to approve the AMS contract as presented and authorize the President and the Secretary to sign on behalf of the LSAW. **MOTION CARRIED.**

At the conclusion of the contract renewal discussion the closed session ended and the Board voted on the 2021 Budget.

MOTION 2020-032: MOVED by Kate Schalk and **SECONDED** to approve the 2021 Budget as presented. **MOTION CARRIED.**

OLD BUSINESS

None.

NEW BUSINESS

The Surveyor's Historical Society reached out and asked that LSAW become a member and support the preservation of surveying history. Pat Beehler reported that the LSAW Historical Society will handle the application and pay the membership fee for LSAW. Crissy will forward the Surveyor's Historical Society request to Pat.

The “Tidelands, Shorelands, and Riparian Boundaries” manual by Leroy Middleton needs to be updated. The last revision was completed by Steve Ivey and Karen Zollman in 2012. Tom Barger agreed to chair an Ad Hoc Committee and provide a report at the next meeting.

MOTION 2020-033: MOVED by Darrell Sorenson and **SECONDED** to create an Ad Hoc Committee, chaired by Tom Barger, to determine the requirements to update the “Tidelands, Shorelands, and Riparian Boundaries” manual by Leroy Middleton and verify the terms of the agreement between LSAW and Leroy's family. **MOTION CARRIED.**

CHAPTER REPORTS

Cascade Columbia – No written report
Inland Empire – Report included in agenda
Lower Columbia – Report included in agenda
North Central – No written report
North Olympic – Report included in agenda
North Puget Sound – Report included in agenda
Northeast – Report included in agenda.
Northwest – No written report.
Snohomish – Report included in agenda
South Central – No written report
South Puget Sound – No written report
Southwest – No written report

COMMITTEE REPORTS

NATRF 2022 DATUM

Report attached.

AELC LIAISON

No written report. Jon Warren is going to put together a Monument Preservation white paper and sample letter to distribute to the membership so that members can more easily reach out to their local Legislators. Crissy mentioned that she could add a link to the materials on the LSAW website and could also set up a virtual meeting where Jon could present on the topic.

As reported to the Board in March, Jon has requested to step down as LSAW's AELC Liaison. Jon has recommended to the Executive Committee that Mike McEvilly be appointed as the new AELC Liaison. Mike has accepted the appointment and President Wieber requested a motion from the Board to ratify his appointment.

MOTION 2020-034: MOVED by Tom Brewster and **SECONDED** to ratify the appointment of Mike McEvilly as AELC Liaison. **MOTION CARRIED.**

AWARDS

Chris Jepson reported on the nominations for Surveyor of the Year and Associate of the Year. There was a single candidate for consideration as Surveyor of the Year and none for Associate of the Year. The single candidate for Surveyor of the Year became the Awards Committee's recommendation to the Board.

MOTION 2020-035: MOVED and SECNDDED by the Awards Committee to accept the committee's recommendation for Surveyor of the Year. **MOTION CARRIED.**

BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS (BORPELS) LIAISON

Report attached.

Gary Proctor reported that the license renewal process has become cumbersome and confusing. Gary recommended that LSAW help to provide instruction regarding the new online process. Tom Barger reported that the BORPELS renewal notices were lost in transition this year, however, mailed renewals will be reinstated next year. Crissy said she will reach out to BORPELS and request they provide a primer on the new system. Crissy will assist in facilitating via virtual meeting or in recording a video that can be linked to the LSAW website.

BYLAWS COMMITTEE

No report.

CONFERENCE COMMITTEE

Conference information included under the Executive Office report.

EDUCATION COMMITTEE

No report.

There was discussion about LSAW's target audience for Land Surveyor recruitment and should we be spending more time and resources on folks that are looking for a career change or separating from the Military.

DNR SURVEY ADVISORY BOARD (SAB) LIAISON

Report attached.

EVERGREEN STATE SURVEYOR (ESS) MAGAZINE

Report included in agenda.

MEMBERSHIP COMMITTEE

No report. Membership statistics provided in the Executive Director's report.

MONUMENT PRESERVATION COMMITTEE

Pat Beehler reminded the Board that the monument preservation bill will be an agency request with the agency doing most of the legwork. Cliff Webster of AELC will also be helping LSAW through the process. Pat also encouraged members to make contact with their legislators (virtually, no in-person meetings right now) to let them know about the bill and its benefits. Crissy reminded the Board that LSAW has taken an official position to support this legislation. It is important that all Board members and Chapters work to support the legislation.

NOMINATING COMMITTEE

Kate Schalk presented the following approved 2021 Slate of Candidates for election and asked for any additional nominations from the floor:

Jeff Lynch, President (by succession)
Chris Jepson, President-Elect
Tony Chenier, Vice President
Lynee Forsyth, Secretary (Second Year of Second Two-year Term)
Joe Kraft, Treasurer (First Year of First Two-year Term)
Donald Wieber, Immediate Past President (by succession)

Hearing no additional nominations, the following action was taken.

MOTION 2020-036: MOVED by Tom Brewster and **SECONDED** to close the nominations for 2021 Officers and cast a unanimous ballot. **MOTION CARRIED.**

President Donald Wieber congratulated the incoming Officers.

NSPS

Report included in agenda.

PREVAILING WAGE COMMITTEE

Report included in agenda.

TRIGSTAR

The TrigStar Coordinator position is vacant so Crissy will serve as the interim Chair for 2021 if nobody else steps into the position. Crissy has streamlined the administration of this program. Crissy reports that she has received some recent interest from high schools.

WFPS DIRECTOR

Report included in agenda. The Alliance for Responsible Professional Licensing membership is still pending.

EXECUTIVE COMMITTEE ACTIONS

The Executive Committee continues to hold monthly meetings and they took the following action since the August 2020 Board Meeting:

PROMOTION OF DNR PLSO WEBXTENDER TRAINING & SURVEY RECORDS PROCESSING PROFESSIONAL DEVELOPMENT/VOLUNTEER OPPORTUNITY

October 2, 2020 ExComm Motion via ZOOM Video Conference-- MOVED by Chris Jepson and SECONDED to disseminate the DNR volunteer project for WebXtender to the LSAW membership. MOTION CARRIED.

The DNR PLSO requested that the LSAW Executive Committee review the WebXtender training and survey records processing workshop materials and promote the program. Crissy to contact Bob Knuth and request the promotional material be changed to clarify it is not a workshop but rather a volunteer project with continuing education credit available.

MOTION 2020-037: MOVED by Robert Hillebrand and **SECONDED** to ratify the actions of the Executive Committee since the last meeting. **MOTION CARRIED.**

GOOD OF THE ORDER & ANNOUNCEMENTS

Crissy will send out an updated 2020 leadership roster and she reminded the Board that the Chapters should have held their elections by now. Please forward your 2021 Officer lists as soon as possible

President Wieber thanked Andy Doan for his service as Treasurer and encouraged Andy to get back involved when he has the opportunity to do so. Donald also thanked Jon Warren for his many years of dedicated service as the AELC Liaison for the past 15 years and virtually presented Jon with a clock as a token of LSAW's appreciation.

MEETING SCHEDULE

March 6, 2021 (Tentative) – Zoom Video Conference

Crissy encouraged Chapters to set up virtual meetings. If you have questions on how to do so or need assistance in setting up meetings, please contact Crissy.

ADJOURNMENT

President Donald Wieber adjourned the meeting at 12:36 PM.

DRAFT