

**UCLS Board Meeting Minutes**  
**April 9, 2011**  
**9:00 A.M.**  
**Joe Morley's**  
**100 West Center Street (7720 South)**  
**Midvale, UT**

**I) Welcome & Call to Order – Mike**  
The meeting was called to order at 9:03 a.m.

**II) Roll Call**

**Board Members Present:**

Michael Nadeau	State Chair
Brad Mortensen	Chair Elect
Jerry Allred	Past Chair
Ron Whitehead	West-Fed Representative
Steve Keisel	NSPS Governor
Ken Hamblin	CC Representative
Mike Withers	SL President
David Bronson	BC President
Scott Bishop	CC President
David Balling	GS President
Jeff Searle	SL Representative
Gary Ratcliffe	TC President
Dan Knowlden, Jr.	TC Representative
David Kay	BC Representative

**Board Members Absent:**

Dallas Buttars	GS Representative
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**Guests**

Lisa Isom	Assurance Risk Managers
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Susan Merrill, Administrative Secretary, was present and Michael Nadeau presided in the chair.

**III) Additions to Agenda**

**IV) Approval of Minutes**

**Motion:** Scott Bishop moved to approve the February 12, 2011 minutes. Jerry Allred seconded the motion. The motion was unanimously approved.

**V) Secretary Report -**

**a) Budget review** – Susan passed out the proposed budget and asked for any changes that need to be made. Brad requested a year-end report that includes the balances. Trig-Star should be a separate item from scholarships.

**Motion:** Brad Mortensen moved to get a year-end report before the next meeting. Dave Balling seconded the motion. The motion was unanimously approved.

**Motion:** Brad Mortensen moved to include the QuickBooks financial report with the budget summary at every meeting. Ron Whitehead seconded the motion. The motion was approved unanimously.

Susan checked into what UCLS would have to do to be exempt from sales taxes and have donations be tax deductible. UCLS would have to convert to a 501(c)(3) corporation. The application is 30-60 pages

long and UCLS would have to change their purpose in their by-lays. It was mentioned that UCLS checked into this before and it doesn't work because UCLS brings in too much money. Lisa suggested that we call the 800 number about perhaps setting up a separate company as a non-profit entity. Ken Hamblin suggested contacting our previous accountant to see if we have something set up for scholarships that would be tax deductible donations. Because we have a lobbyist, we cannot be a 501(c)(3).

**Motion:** Scott Bishop moved to have Susan research what the costs and effects would be of creating two organizations.

It was suggested that the Board decide what we want first. The things we talked about were developing a PAC, being exempt from sales tax, have donations be tax exempt, and keeping our lobbyist. It was suggested we contact the attorney and have him come and talk to the Board about what we can and can't do so we can make an educated decision. Some of this might be covered in the minutes. Susan will check the minutes from about four years ago when UCLS talked to the attorney.

**Amended Motion:** Scott Bishop amended his motion to find when this was discussed before and forward the questions to the attorney. The motion was withdrawn.

**Motion:** Jerry Allred moved to look at the minutes from four years ago first for answers to our questions before we do anything else. Brad Mortensen seconded the motion. The motion was unanimously approved.

The Zions CD has been changed to a money market account earning %.2 interest. Susan will shop around for other options. We can decide then if we want to move any money from checking into the CD.

## **VI) Follow Up Items**

- a) **UEA Conference** – the Board decided the UEA was not beneficial enough to do it again. The Public Relations Committee is going to look into other options.

**Motion:** Dave Balling moved to not pursue presenting at the UEA convention again. Mike Withers seconded the motion. The motion was unanimously approved.

b) **Insurance - Lisa Isom**

Lisa's presentation was moved ahead of the Secretary Report so she could catch her plane. Most of her business comes from land surveyors. Her agency (Assurance Risk Managers) is a specialized agency for land surveyors. She has put together a package that covers the convention, directors and officers insurance, and a business policy. Lisa passed out a PowerPoint presentation regarding the insurance we have. The insurance covers accidents in personal cars after personal insurance coverages are exhausted. The small business package covers personal property, i.e. laptop, other equipment, equipment at the convention that can be plugged in, electrical surges damaging equipment. The business package covers money passing through people's hands and covers it if it is misplaced or other problems. The bank is only responsible for mistakes if you catch it within 30 days. The policy covers up to \$10,000. Valuable papers and records are covered. The deductible is \$500. This covers UCLS property at Susan's office. This covers us year round and not just at the convention.

The D&O policy also covers EPLI issues (Employment Practices and Liability Insurance). This covers prior acts as well. This policy has no deductible. It may have covered the situation with Sophie Hanson. It was a misunderstanding about the contract. Pauline was representing UCLS but did not pass on the information to the Board. This policy considers a director on the Board an employee and covers discrimination, harassment, etc. This policy also covers third parties, which includes wrongdoing by a vendor. The maximum that would be paid out would be \$1,000,000. It was asked if the committees are covered as well. They are as long as they are working under the Board's direction. The direction needs to be reflected in the Board minutes in order to be covered. There is a free toll-free hotline that we can

call with any questions, even suggestions on what would need to be in the minutes. The number will be on the policy that Lisa will send to UCLS. This insurance is \$948 per year. It is much better for the insured if they try to mitigate potential problems rather than making many claims and not taking care of the problem.

Health insurance is not something ARM can offer under a group policy, so that would not be a benefit to UCLS. Life insurance is something that UCLS would be able to offer their members under a group policy with membership. It can be cost effective depending on their situation. Some associations assume part of the cost. We could have a group plan for the association and then allow members to purchase up to a certain amount of insurance. Typically, people can purchase up to \$100,000 without being asked health questions. They can get up to \$300,000 with only a few questions. They can buy insurance for spouses and children. It is a very good policy. The down side is that the money goes through the association. The association pays the amount and has to then collect from the members. It is usually about a \$25 per member charge depending on the group's age. In North Carolina the average age is about 57 years of age for land surveyors. Lisa passed out a few packages for board members to review regarding the life insurance option. We would have to gather the date of birth for each member if we did this. Each member would automatically get a \$10,000 policy, whether they want it or not. They can buy up from there if they choose. It would be UCLS' policy and then we would add new members to the policy. There would be a third party administrator fee of about 2% which would cover the buy-ups that UCLS would not have to deal with. Steve would probably want an article to put in Foresights from ARM about this benefit if we do it.

It was asked if there are other options for group plans for land surveyors. NSPS does not have a group policy for land surveyors. If a person is individually underwritten, there are a lot of questions that have to be asked and a person could go to any place for insurance. We can include certain types of members in the policy to be included automatically. The cost would be about \$20,000 to \$25,000. Including students would help with the age issue.

Jeff Searle suggested that we send this to the membership committee and have them review it and see if they think it would be of value to the membership. That is their job. Brad Mortensen is the liaison. This will give them some direction.

**Motion:** Jeff Searle moved to take the life insurance proposal to the Membership Committee so they can research it and report the pros and cons to the Board as well as let the Board know if it would be a good benefit to our membership. Dave Balling seconded the motion. The motion was approved unanimously.

- c) **2011 Convention Speakers** – Scott Bishop said the convention for 2012 will be at the Dixie Center in St. George. Some people have asked why the convention is consistently in St. George. Ken Hamblin mentioned that UCLS has taken many polls about where the convention should be, and every time 80% of the membership wanted it in St. George. One of the reasons we have the Fall Forum in Salt Lake is to give the people on the Wasatch front an opportunity to get PDH credits in Salt Lake. Scott wants to send out another questionnaire asking where people would like to have the conference, if they would like to have a joint conference, if they want to have extracurricular activities, do they want to have a banquet dinner, do they want to go digital with the handouts (CD or zip drive). Scott would like to know what other questions he should include. Brad said we should ask if they want more tracks, someone else said we should ask if the magazine should be digital. We could ask questions about the website as well. We probably would want to send separate questionnaires so it's not overwhelming. We have to be careful about moving the conference to a place that is hard to get to by air for the speakers.

Scott wants to start asking for scholarship auction items now – any equipment that people might want to get rid of. Scott will work with the Education Committee on this. The Convention Committee consists of Scott Bishop as chair, Ron Whitehead and Ken Hamblin. Scott has also enlisted the help of five of his Color County Chapter members. It was suggested that if we have people on the Convention Committee

who are from other parts of the state, there would not be a problem with people complaining about where it is. We may have to plan farther in advance.

Attendance was up this last convention. Scott would like to see the price lowered for the convention. He would propose reducing the fee to \$325. Our convention is very reasonable. The problem is, once we lower the price, it is hard to increase it again. Part of the reason we raised the price was when we combined with ACSM. It was decided to leave the rates the same. Our membership so far this year is about 430. The questionnaire will be mailed.

ProSoft has offered to sponsor a mingle/mixer the Wednesday before the convention. 5-7 p.m. would be training and the social mixer would be at 7 p.m. with a cash bar. UCLS will not pay for this. Scott will see if there is interest in an activity on Saturday.

Scott has Dennis Mouland in mind for a potential speaker. Scott feels like the conference is the same every year and would like to offer something a little different. He is looking into having a Circuit Court judge do a presentation on how to stay out of court or if we are in court, what to do. He has contacted the Attorney General's office about the possibility of an attorney coming to make a presentation. Scott has contacted the railroad about right-of-way issues in Utah and Nevada. A PLS review track could be run to help people pass the test. This could be a reduced fee track for those who need it – almost a separate convention with shared breaks. Scott is looking at a track on managing your business, a BLM technical session, water rights, a session with county recorders and surveyors.

Ron brought a box of extra folders since we ran out at the convention. We can give them to those who did not get one at the convention and still want one.

Scott said the Convention Committee will be sending out a “save the date” mailer to the vendors for the convention next year. They are looking at going outside to the park for a catered lunch instead of paying so much for lunch at the convention center.

It was suggested that we have a geocaching activity to get people outside. It could be for a scouting merit badge. Scott would like to have any ideas sent to him. The Public Relations committee has been working on the surveying merit badge. One of their ideas is to offer to the people in the area to bring their boy scouts and run them through a two-day surveying merit badge class. They would invite the boys in the area of the convention. We might be able to get the city building to host it at no cost. We could probably get the local paper to advertise it.

Another change would be to stagger the breaks for different tracks – a break at 10 and another at 10:30. It would be easier for the vendors.

Scott will come up with a different theme for the convention this year. Presenters are looking for opportunities to present.

- d) **All items from Pauline's email dated 2/11/11 have been addressed** – Mike reported that the issues with the storage shed, Pauline's W-2 and the corporation fee have been addressed.

## VII) New Items

- a) **Fall Forum at SLCC on September 9<sup>th</sup>** – Walt Cunningham has reserved a room at SLCC. The Golden Spike chapter will work with Walt on this and arrange for speakers. The Convention Committee has white papers that could be used. The Education Committee can help.
- b) **UCLS's involvement with UEC – State Chair to be liaison:** UCLS is one of the 14 member societies of UEC and needs to be involved. There has been a lack of involvement in recent years. The state chair or whoever the chair appoints is the UEC Representative. Mike will attend for this year and Brad will be

his alternate representative. Brad will then take over next year. Mike feels that we need to be involved and work with the engineers.

Ken Hamblin suggested that it would be better for a second delegate to go with Steve Keisel to some of the NSPS meetings instead of having two WestFed delegates. We don't need to send two delegates to WestFed.

### VIII) Committee Assignments & Reports

- a) **Membership/Public Relations:** The report and the minutes from the Membership and Public Relations Committee were provided to the Board before the meeting. The committee meets on the 4<sup>th</sup> Thursday of every month. If people from the other chapters want to attend, they can do so by telephone conference. There should be a representative from each chapter at the meetings, so if the Chapter President can't attend, he should send a substitute. The committee would like to make a convention presentation in the next year or two about how individual surveyors can do a surveying merit badge clinic in his own area. They would also like to do a merit badge fair in conjunction with the convention. The other item is Trig-Star. We currently have nine schools participating: Syracuse, Clearfield, Morgan, Rich, Northridge, Hurricane, Desert Hills, Dixie, and Enterprise (this one is iffy). We recognize the winners at a school awards assembly. We can also put them in Foresights. We presented the checks last year at the awards assemblies. The year before it was done at the Salt Lake Chapter meeting. The state winners could come to the convention or to the Fall Forum. It might get surveyors interested in participating.

**Motion:** Brad Mortensen moved to approve the direction that the Membership and Public Relations Committee is going according to their minutes. Jeff Searle seconded the motion. The motion was approved unanimously.

- b) **Legislative** – Mike Withers reported that they meet on the second Thursday of every month. Dale Robinson was nominated to be this year's chair by Jim Pitkin. The biggest thing they talked about was the PAC. They would like to bring the lobbyist in to the next Board meeting to talk about how to set it up. Perhaps even have a written report that the Board can review and then make a decision. This is in their minutes.

**Motion:** Brad Mortensen moved to approve the direction the committee is going according to their minutes. This motion did not go further.

Point of clarification – the State chair needs to appoint the committee chairs.

It was asked if we can just hear the reports from all of the committees and then approve their directions. It was decided that it could work that way.

- c) **Education:** Dave Balling reported that the Education Committee would like to focus on the following three goals:
1. To promote and distribute to all institutions of higher education the application and information related to the available scholarships of UCLS and Rodger Monsen. Last year UCLS awarded three scholarships. UCLS spends \$6,000 per year on scholarships – the distribution depends on the needs and Walt's recommendations.
  2. Set up a silent auction to be held at the UCLS Conference with an advance brochure to be distributed one month prior to the conference. Set up a raffle ticket concession area during the conference with many items to submit raffle tickets for and drawing on each item.
  3. Provide a list of all surveying related classes taught at all higher education institutions in the state. Provide a list of the text used at these classes. Provide the outline to obtain any survey degrees at these institutions.
  4. It was suggested that the CST program also be included as a fourth goal.

**Motion:** Steve Keisel moved allow the Education Committee to pursue the three goals listed above. Brad Mortensen seconded the motion. The motion was unanimously approved.

The Education Committee meets every second Thursday at 7:00 at UVU. Dan Perry will provide the room and anyone is welcome to attend.

- d) **Publication – Foresights:** Steve would like to do a bio on Jerry Allred in the next Foresights as the Surveyor of the Year. He would like to do a little bit on each of the Plat Competition winners. We need to get the missing trophy back. It was suggested that we do away with the traveling trophies since they are hard to track down. There was quite a bit of discussion about the trophies and the certificates that are awarded at the convention. Do we keep doing it? There was no decision.

Obituaries – Steve mentioned that NSPS has a medallion that can be placed on a headstone that shows the coordinates of where a person is buried. He wondered if this would be an appropriate thing for UCLS to do for deceased members. They cost \$120. This could be presented to the spouse by the chapter president. The spouse could choose if it is placed on the headstone or not. If we do it, it will have to be done for everyone. Half of the \$120 goes to the NSPS scholarship fund. UCLS could create its own.

**Motion:** Dave Balling moved to have the decision about the plat competition trophies and the headstone monuments be made by the Public Relations Committee. Mike Withers seconded the motion. The motion was approved unanimously.

Steve would like to highlight people in Foresights to indicate who they are and make it more personal. Brad mentioned that last year the Board approved prize money for people who submit an article. It was also suggested that we highlight the benefits of membership in UCLS.

- e) **Convention:** Scott Bishop mentioned an e-mail he received from ProSoft last week about a Powerlaunch 2012 event on May 17 at Noah's in South Jordan. They want to know if we want to have a booth at the event. It is in conjunction with AutoDesk. The booth is free. Scott will pass it along to the Membership and Public Relations Committee.

- f) **Standards and Ethics:** Mike Nadeau reported that the committee is having two lunches per month where they discuss things and then they meet the third Thursday of every month officially. They are working on the platting standards that the Board gave them direction on last year. The recordation of right-of-ways has been discussed. There have not been any complaints lately.

**Motion:** Jeff Searle moved to have the committees submit their meeting minutes to the Board. Jerry Allred seconded the motion. The motion was unanimously approved.

- g) **Testing:** Steve Keisel reported that Von Hill's second term will expire next year. He is only allowed two terms. Steve included a copy of the DOPL minutes in the Board handouts. We should put them on the website and in Foresights.

- h) **Historical:** Jerry reported that Scott Peterson would like to include on next years' calendar significant dates relating to the surveying profession and pictures as well.

- i) **Construction Surveying:** Scott Bishop will pass on information when he gets it.

## IX) Chapter Reports

- a) **Book Cliffs:** The Book Cliffs chapter had a meeting last night. They will have a couple more throughout the year. There were not many in attendance last night.

- b) **Color Country:** The year is planned out. Scott is going to try to get the CC chapter members more involved in the convention planning. Brad Mortensen indicated that the CC chapter has done a great job with Trig-Star working on sponsoring 3-4 high schools in their first year of participation.
- c) **Golden Spike:** They meet the third Thursday of every month. Their last meeting was Steve Keisel talking about the Filing Act. The next speaker will be James Coutts on CFEDS. Their meetings move locations throughout the chapter. It was asked if there is a set fee for lunches. There is a \$10 limit on what we can charge our members. If the lunch doesn't cost that much, the chapter can keep the money to use in the future. If it costs more, the chapter covers the difference. Chapter money can also be used to cover social events, chapter officer dinners, etc. PDH's are issued for luncheons that offer education to those who attend. Brad Mortensen indicated that the Golden spike chapter has also done a great job of sponsoring Trig-Star this year; working towards sponsoring 4-5 high schools this year. Brad also pointed out that Dallas Buttars proctored the exam at Northridge High in Layton and there were 24-25 students in attendance!
- d) **Salt Lake:** The Salt Lake Chapter had a good turnout for the luncheon last month for Surveyor's Week.
- e) **Timpanogos:** They meet every other month and have another meeting in May.

It was requested that all chapter e-mails be sent to all of the UCLS members so those who want to attend another chapter's meeting will be aware of what is going on.

- X) **NSPS Report:** Steve has heard that there will be a press release on the 19<sup>th</sup>. The next meeting will be in San Diego for the Survey Summit.
  - a) **4 Corners Monument Status:** John Stahl went to the dedication last fall and the monument was 80% complete at that time. John's article was in the UEC Journal.

#### XI) **West Fed Report**

Ron reported right after Lisa Isom so he could take her to the airport. He sent a copy of his report to the Board prior to this meeting. There is talk of the ACSM restructuring. Some groups are meeting and some are not and it is dragging on. WestFed submitted a report telling ACSM their position. There should be a resolution by the ACSM conference in July.

There is someone soliciting donations from different surveying organizations to help him travel to the International Surveyors Federation meeting in Australia. He is a student and WestFed voted him down saying they would not donate unless he could show it would benefit WestFed in some way.

The Education Committee talked about TWST (Teaching With Special Technology). It is a program that is being run alongside Trig-Star and may overtake it. There are a lot of teachers involved in this programs and the kids love it. It is set up with the option of giving training to teachers at UNLV. We have the opportunity to sponsor two teachers to go through the training and it would be \$500 each. We would have to find some teachers who are interested in doing it. Kim Kent is the guy who is pushing it and Ron can give contact information for him. It is growing rapidly and originated back east. TWST is presented by teachers and Trig-Star is presented by land surveyors. Brad suggested starting with giving the information to the nine teachers that help us with Trig-Star.

Ron reported that the next WestFed meeting is scheduled for June 11 – the same day as the next UCLS Board meeting.

#### XII) **Adjourn**

**Motion:** Scott Bishop moved to adjourn the meeting.