

UCLS Board Meeting Minutes
August 4, 2012
10:00 A.M.
Utah County Public Works Building
2855 South State Street
Provo, Utah

I) Welcome & Call to Order – Brad Mortensen

Brad Mortensen called the meeting to order at 10:00 a.m.

II) Roll Call

Board Members Present:

Brad Mortensen	Chair
Michael Nadeau	Past State Chair
Dan Knowlden, Jr.	TC Representative
Jeff Searle	SL Representative
Ron Whitehead	WestFed Representative
David Mortensen	SL President
Jerry Allred	BC President
David Kay	BC Representative
Ken Hamblin	CC Representative
Scott Woolsey	CC President by Proxy

Board Members Absent:

Ernest Rowley	State Chair-Elect
David Balling	GS President
Steve Keisel	NSPS Governor
Dallas Buttars	GS Representative
Dennis Carlisle	TC President

Susan Merrill, Administrative Secretary, was present and Brad Mortensen presided in the chair.

III) Additions to Agenda

There were no additions to the agenda. It was determined that a quorum is present at this meeting.

IV) Approval of Minutes

Motion: Ken Hamblin moved to approve the May 12, 2012 minutes. Mike Nadeau seconded the motion. The motion carried unanimously.

V) Secretary Report

a) Accountant's Report: Aaron Lund reported to the Board. He passed out financial reports prepared by his firm. Mr. Lund reported that their goal is to simplify the financials and make them easier to read. He has been working with Brad, Mike and Susan to do this and they have made significant progress. They have prepared the 990 tax return for last year. He also provided a copy of the 2011 financials. Mike and Brad are trying to find a conservative place to invest the scholarship money. Tim Bangerter at his firm is the one they are meeting with about investing. Currently Trig-Star is under Office Expense and Mr. Lund's report. It would be more accurate to put it under Scholarship expenses, or as a separate account. Mr. Lund went through the 2012 financials through the end of June as well. His reports show a hard dollar amount as well as a percentage.

The next step is to collect all of the budgets. The reports he has prepared can give us a road map to help with this.

b) Budget review: Susan asked if there were any questions on the Balance Sheet and Profit and Loss reports. There were no questions, so she then discussed the budgets sheet that she sent out. She had budget requests for some committees, but not all of them. It was decided to set the Convention Committee to \$65,000 for the convention for now until they can give us a better number. The Historical

Committee asked for \$6,000. There was some discussion of cutting their budget and having them get sponsors for half of the amount. It was decided to keep that budget amount at \$6,000 for now and see if the Historical Committee can find sponsors over the next year or two. The Publication Committee budget of \$6,250 includes a monthly amount paid to Steve Keisel's daughter for the monthly newsletter. Some people felt like we should look at publishing Foresights four times each year. It was decided to let the Publication Committee continue with their current plans for now.

Standards and Ethics \$1,000

Testing \$500

Legislation \$500

Education \$500

Fall Forum \$5,000

Convention \$65,000 for now

Public Relations requested \$14,600 which includes Trig-Star. There is \$7,500 set aside for 20 high schools, but we only had 10 high schools this year. They are hoping to get more high schools. It was decided that Trig-Star should be its own item in the financials and should be a separate budget item, but still submitted as a sub-category of the Public Relations budget. Part of the Public Relations money goes to sponsoring golf tournaments and other activities to get our name out there. The budget will be \$5,100 for the PR committee and \$9,500 for Trig-Star.

Membership: \$500

Construction Survey: \$500

Chapters:

Salt Lake Chapter: It was decided that the Salt Lake Chapter should be given \$3,500 per year for their meetings. All other chapters will still receive \$1,000 per year. Golden Spike might need more and we will deal with that if they do.

We need to have the WestFed and NSPS representatives give us their budgets.

Susan will fill in these numbers and send them out to the board to fill in the blanks. When the budget sheet is finished in September, we will vote on it.

Mike Nadeau has been looking into options for the scholarship CD. Tim Bangerter from the accounting firm feels we should not put the money into anything long-term because of the current market. He gave four examples of things we could do on the conservative side to earn between 3-5% per year. He said we should diversify and split up the money between the four different categories. He makes money on the back end of the investment. If we make 5%, he would get a commission of about .9%. We would not cut him a check. These are all short-term investments. He feels we could make \$3,000 to \$4,000 back per year on our investment. The four places to invest are:

1. Secured loans to banks where we are the first tier to get the money back. We can do it to specific banks or in a fund. We can pick and choose which banks to lend to
2. Corporate bonds – this can be done as a fund or individual companies
3. Municipal bonds – these are helpful with taxes. We want to be careful about which municipalities we lend to.
4. High yield bonds – these are the riskiest of the four

There are all short-term investments and are more liquid. Some make up to 6%. The Board would like to see prospectuses for these options. CD's are currently paying less than 1%. Susan will check on our obligation on our current CD's to be sure we can move the money. We could probably discuss this with Dallas Buttars as well since he has a lot of experience in this area. It was agreed that we will get prospectuses on these options, talk with Dallas, see if we can move the money, and decide what to do from there.

VI) Follow Up Items

- a) Letter to NCEES (Engineering Survey): The NCEES letter went out and it was also sent to DOPL. Von took it to the NCEES meeting at Jackson Hole and several people liked it. Brad heard back from Rich Oborn from DOPL who thanked him for the letter. Brad also sent a copy of the Rhode Island letter to Mr. Oborn and it was discussed at the DOPL meeting in July. Brad received a letter back from NCEES confirming receipt of our letter and that they have sent it to the committee inside of NCEES that reviews those items. It may not go anywhere because there are so many engineers, but it is important that UCLS took a stand. It was suggested that we submit the letter to POB to be published in hopes that other states get on board as well. The letter was in our June newsletter.

Brad is still working on Scott Bishop's letter on the definition of surveying and he will try to get that out before November.

VII) New Items

- a) None

VIII) Committee Reports

- a) **Membership:** The Membership Committee has been working on a few things: the participation point system, life insurance options, and PDH reviews. The membership committee has been meeting through conference calls. They would like more people on their committee.
- b) **Public Relations:** We already reviewed their budget. Jeff Searle passed out information on the website redesign. The first page is a composite of the website and is generally what every page will look like on the website. A portion of the header is a slide show. We have images from the Utah tourism bureau that we are allowed to use because we are a non-profit. They asked MemberClicks to choose five images that reflect the five chapters. They can be changed later. They were asked not to choose slides with cars, people or technology that can be identified.

The committee came up with a logo that can be used across the board. It can be in vector format for embroidery and in raster format for silk screening. We can give the logo to people to use and they will not have to make any changes. It can be tweaked a little bit later. We want one logo for everything. We currently have about 50 different logos. We would also like virtual letterhead with the new logo.

The website has differing levels of access so Chapter Presidents can put some information on the site and others as approved. Susan will have all access.

The committee has assigned different web pages to different committees. They passed out a page showing different assignments so far. The Board can make the other assignments. The History Committee needs to submit essays. The Secretary will be in charge of the Awards page.

The PR committee would like to have the authority to move forward with the website as they have suggested in their proposal today and to contact other UCLS committees regarding website content. They would also like members to be able to submit broken links to Susan to be fixed and to make recommendations for content.

There was some discussion about whether or not we say the past winners of Surveyor of the Year should really be considered Lifetime Achievement Award winners. The general feeling was that we don't rename the awards already given but start from this point with the new guidelines. Some of the Lifetime Achievement Awards that were given in the past were given to Val Schultz, Martin Moore, Bob Jones,

Clyde Naylor, Von Butler, Jack Balling and Lawrence Kay. This is not a complete list and we need to try to find out who else has received it.

The PR Committee would like the History Committee to interview the founders of UCLS who are still alive.

The UCLS Facebook page will have links on each page of the website. The PR Committee will continue to work on Trig-Star and would like to put a little more emphasis on the Boy Scout merit badge. In 2014 they would like to have a day to do this at the conference for Boy Scouts in the area. Members can earn PDH credits for teaching this.

The TWIST program will be discussed by Ron in the WestFed report.

Motion: Brad Mortensen as the PR Committee liaison moved to have the PR Committee go forward as they have requested. There was no second, but the motion carried unanimously.

The PR Committee would like committees to send in something by the next board meeting in September. They would like to have the whole website done by the convention.

- c) **Legislation:** the Legislation Committee submitted a white paper that will be published in Foresights for comment.

Ryan is trying to meet with UVU and DOPL and would like to introduce us to a senator so we can work through the senate and resubmit the 4 year program. He feels that will work better. They are also talking to people about the right of entry issue.

- d) **Education:** The Education Committee submitted two scholarship recipients to be approved by the Board. The scholarship winners are Lorrin Colby and Martina Nelson. Martina was a scholarship winner last year.

Motion: Mike Nadeau moved to approve Lorrin Colby and Martina Nelson as the scholarship winners. Jerry Allred seconded the motion. The motion carried unanimously.

- e) **Publication:** We currently have a contract with Sophie for two Foresights for this year. We can look at changing that next year. Some people would like to see four Foresights publications during the year and fewer newsletters. Keith Russell is helping with the Publication Committee. The newsletter only comes out in the months we do not publish Foresights.

- f) **Workshop & Convention:**

i) **Plan and Schedule for Fall Forum (September 7, 2012):** The brochure is at the printer and should be sent out soon. We submitted an application for reimbursement of funds from DOPL for the Fall Forum. We haven't heard anything more about it. The Fall Forum flyer is in the website and people can register for the Fall Forum online right now.

ii) **Date, Plan and Schedule for 2013 Conference:** We need to secure speakers for the convention. We now have a tentative date of February 22-26 at the Marriott by City Creek in downtown Salt Lake City. The Convention Committee is invited to all Board meetings. We would especially like them to report at the September meeting after the Fall Forum.

- g) **Standards and Ethics:** There was a change in the guide for preparing corner records in Utah. It will be submitted to the county surveyors group in the next month for their approval. There was another paragraph added on page 2 that says if you find a corner that does not agree with the record, then you

need to file a corner record. It was mentioned that in Salt Lake County a corner record is of minimal value. They go out and verify whether or not the surveyor has done a decent job with his or her corner record. Does this clarify things to allow the county to ask for more than is required by law and does it change the relationship between the public and private sector. Brad said the answer was no to both questions as far as he knows. According to some, the corner record is worthless in Salt Lake County. You can call the county surveyor and tell him it is missing, then you have done your duty. The county surveyor has the duty to rehabilitate a corner. There was some question about the days for filings. One part says 90 days and the other says 45 days. That is in the code. It depends on which section. A record of survey can serve as your corner record as long as you can show the pedigree. If a corner record is determined to be lost, it is recommended that you do it on a record of survey.

Motion: Jeff Searle moved to approve the corner record guidelines. Mike Nadeau seconded the motion. The motion carried with opposing votes from Ken Hamblin and Scott Woolsey, by proxy through Ken Hamblin.

- h) Testing:** They are going to do their thing in October.
- i) Historical:** The calendar will showcase surveyors from different counties with pictures of equipment and other interesting things.
- j) Construction Surveying:** Dave Mortensen has tried multiple times to contact Jerron Atkin. A new chair needs to be appointed for this committee. The other committee members would still like to be involved. Dave will try to get a recommendation for a chair from the other committee members.

Brad reported that the Executive Committee met just before this Board meeting to discuss the requirements for eligibility for Surveyor of the Year and Lifetime Achievement Award. They decided to strike the statement “members of the state executive board shall not be eligible during this term.” Under Surveyor of the Year we will strike “the elected officers of the association are excluded from consideration for this award during their term of office.”

Motion: Ron Whitehead moved to approve the changes to the guidelines. Ken Hamblin seconded the motion. The motion carried with Jeff Searle abstaining.

IX) Chapter Reports

We did not discuss the chapter reports. Mike Nadeau wanted to mention that the Timpanogos Chapter one-time free barbeque is fine, but we need to not do that often. Most of it is pot luck, so that actually takes care of any concern about it being free and setting a precedent.

X) NSPS Report

Steve Keisel submitted some information about NSPS. It appears that many states are still waiting for more information before they commit to go the direction NSPS desires. It has been difficult to get straight information from NSPS. No one has seemed to be able to figure out how it would work. Where states said they might be able to support this depending on what they finally decide, NSPS is interpreting it as definite support.

XI) WestFed Report

Ron Whitehead passed out a report for WestFed. The WestFed Chairman-Elect is Richard Hiren from Alaska. He is also on the NCEES board. Richard went to NCEES and suggested that help with the TWIST program would be a good idea. NCEES has plenty of money. If WestFed states can send two delegates to the training, NCEES is willing to pay up to 50% of the cost for the training. Trig-Star is separate and is for high school.

TWIST can be for any school age, but they are targeting junior high school students. The training is usually when the teachers are not in school. Richard asked if WestFed wanted formal affiliation with NCEES.

Most of the WestFed meeting was spent on the NSPS report from Curt Sumner. Things are very undecided at NSPS. AAGS signed an affiliation with NSPS to provide administrative services. The states status on NSPS proposal support is as follows:

Arizona voted in favor
Alaska has 100% membership right now
California opposed
Colorado unknown
Hawaii unknown
Idaho not enough information
Nevada opposed
New Mexico unknown
Oregon not enough information – concerned about cost of administration
Utah not enough information
Washington agreed in concept
Wyoming agreed in concept but wants to discuss with membership

NSPS expressed interest in having their spring meetings in Salt Lake City with our conference. Ron indicated that it would help our room block and help us negotiate better prices for rooms. We should be able to do this in four rooms for them for the meetings. They also talked about bringing their student competition here.

Ron participated in the final point monument for Mike and passed out pictures of that. He said it was a very nice thing and was held on Mike's family's property. WestFed were the only people invited to it with a few other invited guests and close friends and family. He said it was very appropriate.

XII) UCS Report

The county surveyors will be meeting on August 16 in Heber.

XIII) Adjourn

Our next meeting will be on September 8, 2012 in Provo again.

Motion: Ken Hamblin moved to adjourn the meeting.

The meeting was adjourned around 1:00 p.m.