

UCLS Board Meeting Minutes
March 24, 2012
8:30 A.M.
Salt Lake Marriot Downtown at City Creek
75 South West Temple, Salt Lake City, Utah 84101
(801-531-0800)
(Lunch Included)

I) Welcome & Call to Order – Brad Mortensen

Brad Mortensen called the meeting to order at 8:30 a.m. Board pictures were taken and then introductions were made.

II) Roll Call

Board Members Present:

Brad Mortensen	Chair
Ernest Rowley	State Chair-Elect
Michael Nadeau	Past State Chair
Steve Keisel	NSPS Governor
Ron Whitehead	WestFed Representative
Dallas Buttars	GS Representative
Jeff Searle	SL Representative
David Mortensen	SL President
Scott Woolsey	CC President
Dennis Carlisle	TC President
David Balling	GS President
Jerry Allred	BC President
David Kay	BC Representative
Dan Knowlden, Jr.	TC Representative
Ken Hamblin	CC Representative
James Olschewski	Convention Committee Co-Chair

Board Members Absent:

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

III) Additions to Agenda

Convention business – Mike Nadeau
NSPS Report – cost of sending a second person

IV) Approval of Minutes

Motion: Jerry Allred moved to approve the February 11, 2012 minutes. Ron Whitehead seconded the motion. The motion carried with one abstention.

Mike Nadeau reported the results from the vote for the DOPL position that happened after our last meeting. The voting places were as follows:

1. Steve Keisel
2. Jim Pitkin
3. Scott Bishop

V) Secretary Report

- a) **Budget review:** Susan provided a copy of the Profit and Loss Report for 2012 as well as the current Balance Sheet prior to the meeting. She reported that she has met with the new accountant a couple of times and he has worked with her to clean up the QuickBooks accounts. They are much easier to read now. Jerry Allred asked what the Historical Committee expenses were. They are the calendar costs.

Susan said that she and the accountant need to know what the budget amounts are for each of the committees so they can set up a budget in QuickBooks. We will give the committees a chance to submit a budget by our next Board meeting. If they don't, then the Board will set the budget for them.

Motion: Jeff Searle moved to have the committees submit a budget to the Board by the May Board meeting. Dave Balling seconded the motion. The motion carried unanimously.

Dave Balling was concerned about the cost of the website and felt we were not getting our money's worth. Susan pointed out that we pay roughly \$150 per month for the website, but we are also charged per transaction that goes through the website, so we pay more this time of year because of the membership renewals and the convention registrations. We also have to pay transaction fees to the credit card companies, and those are reflected under the Bank Fees category on the Profit and Loss report. It was suggested that we check with Zions Bank and PayPal to see if we could streamline the credit card transactions and perhaps pay less fees.

It was suggested that we look at the costs over the whole year to see what the website and the credit card fees cost us.

It is important to be sure we can support multiple transactions happening at the same time. The behind the scenes stuff that we don't see is important and it is worth the money. MemberClicks may have specific requirements for running transactions through their site. It was suggested that we charge our members more to cover the fees. The county does that and states up front what the fees are to use a credit card. Some felt it was not worth it to change it. The cost is not that great in the grand scheme of things. We can look into it and get a little more information by the next meeting and we will also have the yearly report from the accountant.

Dallas Buttars feels that we should make an investment to earn us more money. Mike Nadeau said he was going to talk to our accountant about that. Zions Bank also mentioned to Susan that they have an investment advisor who could help us for free.

Susan reported that she has worked with Zions Bank to get the signatures changed. Once Brad Mortensen goes in to sign the papers giving approval for the changes, the bank will contact each signer to come in and sign on their respective accounts.

Mike Nadeau, Treasurer, reported that he, Brad and Susan met with Aaron Lund of Bangerter and Lund and decided to employ his services for accounting. He will charge about \$250 per month to help Susan and to track the financials every month and also to report to the Board quarterly to help us understand the financials. He will also do the taxes for an additional fee.

There was some discussion about when the accountant should make his first report to the Board. We will plan on the August meeting.

VI) Follow Up Items

Mike Nadeau presented the State Chair plaque to Jerry Allred to recognize his service for 2009 and 2010. The plaque was not presented at the convention because the trophy shop got confused and didn't think we needed this plaque.

Ernest Rowley talked about the discussion of Convention refunds from the last meeting. He feels that a refund policy should be in the by-laws. We don't have very many refunds, but we do look at them on an individual basis. We talked about putting a deadline on the convention registration form so it is clear to registrants. If we do this, we are probably covered and don't need to put it in the by-laws.

Ken Hamblin reported that Philip Leslie would like his convention registration fees to go to the scholarship fund. We need to have a set policy for refunds.

VII) New Items

a) **Petition for the Removal of "Engineering Surveys" from the NCEES Model Law**

Ernest Rowley talked about the term "Engineering Surveys" and how it is used in our Utah state code. He feels that it is misused and gives an excuse for engineers to do surveying work. Rhode Island appears to have a similar problem. He would like to encourage UCLS to support Rhode Island in their efforts to remove that definition from NCEES Model Law. One of the older ACSM definitions books has a definition for engineering surveys and it talks about it being surveys for an engineering project to understand what the design of a project is, not things that define what a land surveyor would be doing related to the project, but mostly how many connections are there in an area or community on which they are working -- just data to be able to analyze their project. Ernest feels that whenever anyone needs to use a piece of land surveying equipment, then they are doing surveying and should stay out if they are not a surveyor.

Ron Whitehead would support this change. He mentioned that we got that taken out of our statute and then it was put back in the next year. He thinks it will be hard to get NCEES to change this. Ernest doesn't have a problem with it staying in as long as we define what "engineering surveys" is and is not. Jerry Allred said they have a problem with federal employees using their equipment while they are moonlighting.

Jeff Searle feels that we have the definition in our statute. He does not feel that we would win a fight with NCEES on this issue. If we tie the definition to the equipment, we would have to be willing to fight hard and get dirty with it. He said the cosmetologists and mortuaries fight hard to protect their industries, but he feels we do not have the political clout.

Jerry Allred mentioned the problem we have with proof of beneficial use of water rights. Engineers are allowed to do this, even though boundary lines must be defined. We do have problems in the code that allow some of these things to happen.

Dave Balling said we should get a letter out and let our voice be heard.

Ernest Rowley reported that the AGRC over the last couple of years has been making a significant push to put AGRC's GIS systems in charge of all records and documents for the state. The first big fight that started with the AGRC on this is when they tried to run some legislation that would have removed some boundary records out of the county recorder's office and put them in the AGRC. The county recorders fought this. The problem is that the database that AGRC has for municipal boundaries is old and outdated, they don't have the updates, and the mapping product that they produce doesn't reflect what the original documents in the recorder's office identify as the original boundaries. We had a GIS office in the state saying we are going to tell you where your annexation boundaries are and we are going to do that

through aerial photography and tell you where we think it belongs. He feels GIS at the state level is getting out of control.

Land surveying is not just the boundary work. If you read our definition in the state code, it also talks about grades, points, etc. and is more than just boundary work.

Brad Mortensen said last year we had the issue with the geologists and we had assigned Scott to do a letter defining what we thought our responsibilities as surveyors are. We could include this in that letter of our opinion as well.

Motion: Ernest Rowley moved to have the UCLS issue a letter of support to for Rhode Island's proposal to remove "engineering surveys" from the NCEES Model Law. Ron Whitehead seconded the motion. The motion was amended by Dave Balling to have Ernest Rowley write the letter. This amendment was seconded by Ron Whitehead. Jeff Searle amended the motion to have Brad Mortensen in charge of reviewing it. His name should appear at the bottom representing the board and he should take anyone's comments into account in reviewing it. Mike Nadeau seconded this amendment. Dallas Buttars amended the motion to forward the letter on to the State and let them know we are supporting this Rhode Island proposal. David Kay seconded this amendment. The motion carried unanimously.

Jerry Allred said the proof of beneficial use reports issue should probably be given to the Legislation Committee to see how we can address it. Some engineers are going out with handhelds and the code allows it.

Jeff Searle felt this discussion should be continued at the next meeting. He doesn't feel we have the clout to make this change.

Ernest Rowley suggested scheduling meetings with the people at the state and voicing our concerns that way. We might be able to make more progress. Jerry Allred said the Book Cliffs chapter is hosting the State Water Rights Division at their next meeting. Jerry said that we could begin to have more clout by attending our caucus meetings and becoming delegates. We need to get involved and we will be heard.

- b) **Review Susan's contract for renewal in July 2012:** this item was moved to the end of the meeting. Susan was not present during this discussion. The final decision was to renew Susan's contract and change the dates to read May 1, 2012 to April 30, 2014 wherever the contract dates appear. Susan was also given a pay increase to \$26,000 per year.

VIII) Committee Reports

- a) **Membership:** Dan Knowlden, Jr. reported that the Membership Committee and the Public Relations Committee have now been split into two separate committees. David Bronson is working on organizing the new committee. The Board has asked the committee to finalize the point system for member participation, come up with a plan to deal with verifications for education requirements, and make recommendations on the life insurance options for members. Ryan Allred and Wade Wilde have agreed to be on the Membership Committee. Susan will send an email out to the membership requesting volunteers to be on the committee. Part of the Chapter President's responsibility is to appoint chapter members to be on chapter committees. The Chapter President could also assign that person to be on the corresponding state committee.

Motion: Jeff Searle moved to ask the Chapter Presidents to assign people to serve on the state committees. Mike Nadeau seconded the motion. The motion carried with one abstention.

Dennis Carlisle asked what his responsibilities are as a committee liaison. Brad Mortensen said his understanding is that they are to convey the decisions made at the Board meetings to your committee, to

convey recommendations from the committee to the Board, and generally support the committee chair in any way you can in taking care of committee responsibilities. You are there to help the committee chair be successful. The liaison helps the Board and the Committee know what each entity is doing.

Brad felt that we should ask Dan Perry to be on the Membership Committee. He is on the Education Committee and that committee is organized for planning and implementing formal education programs such as colleges and technical schools. The Membership Committee is specifically tasked to standardize continuing education. Dan Perry wants to have something to recommend to DOPL regarding PDH's. Dan's concern is that someone only gets 3 PDH's for a 3 hour college course where they are in class for three hours each week for several weeks. There was some discussion about the difference between a PDH and a CEU. We need to task the Membership Committee with these issues.

Public Relations: James Coutts' wife just had a baby, so he didn't have time to make a report. James has tasked different people in the committee to do different things. Jeff Searle reported on the progress of redoing the website. He and his committee have submitted the content to MemberClicks and MemberClicks will be getting back to Jeff on Tuesday after they review the submitted content. Once MemberClicks puts everything together, UCLS will get one shot at making any changes before it is published. UCLS is asking for the ability for the members to track their PDH credits online and also the ability for the chapter secretaries and Susan to deal with the PDH certificates for the chapter meetings and the convention. That is the biggest request UCLS has made regarding the website. After the review, each committee is going to be asked to submit content for the committee pages on the website.

A surveying merit badge clinic was done in the past month in Murray. It was asked if anyone participated in the GPS day, which is today. James was going to set that up and was supposed to have 10 or 15 people participate. We need to find out about it sooner so we can advertise it better. GPS day is always in National Surveying Week.

Motion: Jeff Searle moved to have the Public Relations Committee be more proactive with GPS Day and Surveying Week. Dave Balling seconded the motion. The motion carried unanimously.

Jeff Searle suggested having an event once a year in the summer that might make the news and it would be a fun activity to have for the members, such as going up a mountain peak.

Motion: Jeff Searle moved to task the Public Relations Committee set up some kind of activity during the summer to get media attention. This motion was withdrawn and it was decided that these decisions should be made within the committee.

Dave Balling would like to see a letter sent to the surveyors from UCLS asking them to get involved in scouting and the schools.

b) **Legislative:** Steve Keisel reported that he has made phone calls and sent emails to our lobbyist and has not received a response.

i) **Discussion of SB 174:** Ernest Rowley reported that this bill discusses the requirements for what are considered exemptions from subdivision platting. This section of code has been tinkered with by so many people that it is almost incomprehensible. It is probably time to weigh in on what we think this section should be. This will be discussed at the next meeting when the Legislative Committee is present. The committee has met about this and was supposed to be here today, but since they are not, we will table it until the May meeting. If Board members have questions, we can direct them to the Legislative Committee to be answered at the next meeting. This is Wayne Neiderhauser's bill.

- ii) **Planning Related Bill Summary:** This item will be tabled until the May meeting.
- c) **Education:** See discussion under Workshop and Convention Committee.
- d) **Publication:** Steve has five committee members and has a meeting next week. Keith Russell has helped set up a tracking system for the newsletter. Steve needs committee reports and passed out the form showing what he needs. Chapters and Committees need to submit a report every month for the newsletter. We didn't make money on Foresights, but we didn't lose money, either. People commented on how good the last issue of Foresights was. Steve is always looking for content. He would like to have letters to the editor. The next newsletter will come out the beginning of April. Someone asked about the monetary perks for submitting an article that were discussed a couple of years ago. It was approved, but nothing further has been done with it and no money has been awarded. Steve would like pictures and would like some personal information like who died, whose wife had a baby, etc. Chapter Presidents could help with this since they are more aware of the people in their chapter.
- e) **Workshop & Convention:**
 - i) **Plan and Schedule for Fall Forum (September 7, 2012):** James Olschewski reported that he and Scott have been working on the Fall Forum. They have been working with UVU to host the Fall Forum. They would like the BLM to come and give an 8 hour workshop. They would have a barbeque lunch with snacks at breaks which will cost about \$2,700. They propose pricing as follows:
 - \$80 UCLS members
 - \$100 non-members
 - \$60 half day
 - \$30 student full day
 - \$15 student half day
 - \$20 lunch only

The BLM presentation could be boundary related or technician related, whichever we want. Jeff Searle suggested we have two sessions – one for the field crew and one for the office. The Convention Committee would like to gear the Fall Forum toward the field profession because they are planning on having the BLM come to the 2013 Convention as well. Mike Nadeau suggested charging students \$25. Ron Whitehead suggested we charge them the actual cost, whether it be \$27 something else.

There is space for 4 or 5 vendors. They have already talked to Monsen who said they would be there. Transit might be there as well. They would charge \$250 per vendor and that would help to offset the cost. If they get enough vendors, they might be able to allow students free admission.

The \$2,700 is based on 100 attendees. Steven Keisel mentioned a lot of interest in Charlie Tucker's railroad presentation. That will be saved for the 2013 convention.

Ernest Rowley suggested checking to see if UVU has a culinary department. Sometimes these departments will take care of the food for less money and it gives them practice. The Convention Committee will go ahead with their plans for the Fall Forum. Steve Keisel would like to have the Fall Forum information for the Newsletter/Foresights.

Motion: Jerry Allred moved to authorize James Olschewski and the Convention Committee to move forward with the Fall Forum as they have it planned. Mike Nadeau seconded the motion. The motion carried unanimously.

- ii) **Date, Plan and Schedule for 2013 Conference:** The Committee is working on the convention for next year. James will present a budget at the next meeting and will be looking for approval to make things happen within that budget. The budget for the whole Convention Committee needs to be submitted at the next meeting May 12 in Provo. This would include the Fall Forum and the 2013 Convention.

The committee is looking at having the convention in the Park City or Midway area instead of in Salt Lake City. They have already talked with the Homestead and several resorts in Park City to see how they could make this happen. Most of them will cover ground transportation from the airport to the hotel, so there would not be additional transportation costs unless people want their own ground transportation. They feel more people will want to come if it is not in downtown Salt Lake. They also would like to have the convention on February 14 weekend so it could be a sweethearts retreat. Convention plans would need to be approved by the Executive Committee. The Executive Committee consists of Mike Nadeau, Ron Whitehead, Susan Merrill, and Dorothy from WestFed. Ron reported that we are waiting to hear back from the Convention and Visitor's Bureau. Park City might be a good option because one problem we are seeing is that we will not have enough hotel rooms to convention space ratio for most hotels in the city. It depends on what they have booked at that time of year, though. Ron is hoping to have a hundred more people than what we have had in the past. If we have it in Salt Lake, we will probably only use 50 rooms, but if we have it in Park City, we would use 150 to 200 rooms. Hotels are more willing to work with us if we use more rooms. The Homestead has a shuttle. Park City is busy that time of year, but the outskirts, like Midway, are open to the idea. Some mentioned that Valentine's weekend would draw more people to stay in a hotel in Salt Lake City. If we do this as a sweetheart's retreat, we would plan activities for spouses and significant others as well.

Dennis Carlisle mentioned the new convention center in Provo as an option. Dorothy from WestFed is very experienced in these negotiations and Ron will run these options by her.

Jeff Searle mentioned that the Opus project is coming out this year which will allow people to make their own baseline network for their own project. The process to teach people this takes a significant chunk of time. Bill Stone from NGS is willing to do it if we call him. This would be an idea for the convention. If it is specific like this, it would be a good draw.

Dan Perry would like to have a small breakout session talking about what are PDH's and how to pick them up.

Brad Mortensen sent an email to Brent Jones from ESRI to see if there was anything they could help us with. Brad will let the Convention Committee know when he gets a response.

James and Scott have enough ideas right now that they could extend the convention to a 2 ½ or 3 day event. That is without bringing in a keynote speaker. They are thinking about having AutoCAD come and give a half day presentation on Wednesday afternoon. People could travel Wednesday morning and do that in the afternoon.

Dave Balling said the Education Committee would like to get back to doing the scholarship auction.

We have the Dixie Center reserved for 2014 February 19-21. It was suggested that we line up a keynote speaker for 2014 now.

f) **Standards and Ethics**

i) **Feedback from membership on the corner record guideline:** Mike Nadeau reported that nothing has changed. They were supposed to meet last week, but the meeting was cancelled. Matt is still compiling the comments from the corner record guideline.

g) **Testing:** Ken Hamblin had nothing to report. They are still trying to get a meeting set up. The committee is working with DOPL on the licensing exam. An initial meeting between Darryl Fenn and Von Hill needs to take place and then they can change reins and can review the test. Ernest Rowley offered to help review the test if they need help.

h) **Historical:** The Historical Committee is gathering photos for next year's calendar. There are a couple of ideas for a theme. One was about technological advances and the other was to profile surveyors who have had an impact on surveying in Utah. Jeff Searle would like them to track down old pictures from past calendars for the website. The board would also like them to interview the past lifetime achievement award winners and the history of UCLS for the website. Bob Jones has a good memory of how UCLS was formed. There may be an article on it somewhere. Ron Whitehead will forward his contact information to the Historical Committee. Greg Hanson is the committee chair.

The Publication Committee would like to highlight past UCLS chairs for Foresights.

i) **Construction Surveying:** David Mortensen reported that he might have found a phone number that might actually work for Jerron Atkin. David will forward that information to Susan. We have some people who have expressed interest in being on the committee. Jerron had a job change and we have not been able to contact him since. His membership expired at the end of December. Brad felt we should give Jerron a chance to respond. According to the by-laws, he has six months from December 31 to renew before we have to make the change.

IX) Chapter Reports

a) **Book Cliffs:** Jerry Allred reported that the chapter has a meeting scheduled for April 13 at the Carbon County building in Price. They have asked a couple of members from the water rights division to make a presentation. One or the other will do it. The chapter would like to buy the presenter a gift certificate to a local steakhouse to take their spouse out to dinner because it is a trip for them to come.

b) **Color Country:** They have a chapter luncheon scheduled for this Wednesday and they will be talking about the local horizontal and vertical control systems that some of the surveyors seem to have a problem with. St. George has lost a lot of their monuments and they will talk about replacing them. They have a few meetings planned for about every other month alternating between Cedar City and St. George.

c) **Golden Spike:** Dallas Buttars reported that he has been doing the Trig-Star program. He pays cash, so he will need to be reimbursed. Brad suggested that he wait until the state competition. Dallas can wait until the state competition. He went to Northridge High School. Brad Mortensen is doing Syracuse and Clearfield. We also have Morgan High School and Rich County. Last year we had three high schools in St. George, but haven't heard from them yet. We will have a place on the website with the resources for this. Brad encouraged everyone to get in contact with their high school. There is still time to do it if you can get in there right now. The test needs to be submitted to Brad by May 1. The winner at the high school gets \$200, \$100 for second place and \$50 for third place. At the state level, it is \$300 for the highest in the state, \$200 for second place and \$100 for third place. Ernest Rowley has a PowerPoint presentation that could be used for the presentation on surveying. The state teacher with the winning student receives \$300. They can use that however they want. Ron Whitehead mentioned the TWIST program. It is gaining a lot of ground and teachers who have been through it really like it. It is

implemented in the junior high schools. Walt Cunningham at SLCC has the information for TWIST and they are working on sponsoring the program so they can teach the teachers.

The Golden Spike Chapter met last week. Steve Porter who is the Ogden City Surveyor was the speaker. He discussed workings of Ogden City. He explained the restoration of monuments, monument relations to county grid, and the tie sheets in Ogden which are on line. He also talked about two major projects in the city. The Water Line Easement up Ogden Canyon and the interesting find of existing monumentation and the Ogden River Recovery Project. They are getting better turnout.

- d) **Salt Lake:** The Salt Lake Chapter had a meeting last week and it was not as well attended. They had a buffet and had a different kind of presentation on strength based leadership. It was very good. They are trying to go to different places this year to see how the turnout is. They are working on planning the rest of the year.
- e) **Timpanogos** – Dennis Carlisle reported that they have scheduled their meetings for the whole year. Their first formal luncheon is next week. Dan Perry would like to include his students at UVU. Dennis told him to invite the students to the chapter meeting. That is okay with the Board.

X) NSPS Report

Steve Keisel discussed the cost for sending a second person to NSPS. We decided to send another person to NSPS at the last meeting. It would cost about \$1,000. Some expressed the importance of sending someone with Steve to be able to help that person learn what it is about so they can take over if Steve serves on the DOPL board. Ron Whitehead is concerned that NSPS wants to force the state to have their state members join. They want the states to collect dues for them to support them. We need someone to keep an eye on the situation. The dues would come down with more members. NSPS does have value as a national voice. Steve wants to have feedback from UCLS so his vote is from UCLS and not just him. NSPS has a big budget and UCLS and other member organizations need to have a say in how that budget money is used. They are not addressing the spending issues like they should. We need to have someone there who will carry on the continuity if Steve goes to the licensing board. The next meeting is May 4. This is the time where we can make a difference since things are in flux. 90% of ACSM is NSPS membership. NSPS has been on top of the LightSquared issue as well as the CST program and Trig-Star. Those are all administered through NSPS and there is value in the News & Views newsletter that they send out. They do a lot if you are willing to get involved in it.

Motion: Jeff Searle moved to have a quick vote on sending a second person to NSPS. Mike Nadeau seconded the motion. The motion carried unanimously.

Motion: Dave Mortensen moved to approve the \$1,000 cost to send a second person to NSPS. Jerry Allred seconded the motion. The motion carried with one abstention.

The second person we are sending is Keith Russell. He is supporting Steve Keisel if Steve goes to DOPL. Keith should take care of his own travel arrangements and he should supply his receipts. Steve reported the hotel would be \$240 and the airfare was \$600+. It totals around \$1,000.

Motion: Ron Whitehead moved to do away with the old motion and moved to cover the actual expenses for Keith Russell. Mike Nadeau seconded the motion. The motion carried unanimously.

XI) WestFed Report

Ron Whitehead reported that they are waiting to hear back from the Convention and Visitors Bureau about possible hotel sites. Ron will visit with Dorothy about the other option on Monday. The next WestFed board meeting will be in Seattle on Saturday. They will have a final point monument for Mike and Ron will be staying for that as well as the celebration of life for Mike. Ron will report on that at the next meeting.

Motion: Dallas Buttars moved to extend Ron Whitehead's expenses to cover another night in order to attend the memorial service for Mike. Ernest Rowley seconded the motion. The motion was amended to cover all of Ron's WestFed expenses. Scott Woolsey seconded the motion. The motion carried unanimously.

It was suggested we look into doing final point ceremonies for our members. It is available to those who want it. The PR committee wasn't sure about it when it was discussed before. Ron is going to go see how it is done and report back to the Board. Any surveyor can ask for it to be done. NSPS makes the monuments but anyone can order the monuments.

Ron will be attending meetings on Tuesday with the National Association of County Surveyors. They typically have their meetings in conjunction with the ACSM conference. Since there is not an ACSM conference, we might want to consider inviting them to our conference. They could do a one-day session. Ron will check into that possibility.

XII) UCS Report

There won't be a report until after their next meeting.

XIII) Adjourn

Before the meeting was adjourned, there was some discussion about whether the Board should order shirts or jackets this year. It was decided that they will order a light jacket of some kind. Sizes were written down and given to Ken Hamblin.

Motion: Jerry Allred moved to adjourn the meeting.

The meeting was adjourned at 12:29 p.m.