

**MINUTES OF THE  
PROFESSIONAL LAND SURVEYORS OF OHIO  
EXECUTIVE COMMITTEE MEETING**

Location: **COLUMBUS STATE COMMUNITY COLLEGE, NESTOR HALL, SEMINAR "B"**  
Date: **FRIDAY, MAY 11, 2012, 6:00 P.M.**

ALL REPORTS WERE TO HAVE BEEN SUBMITTED IN WRITING

- 1.0 Call to Order & Devotions – President Dana Parsell
- *President Parsell called the meeting to order at 6:11 pm.*
  - *President Parsell led the attendees in devotions.*
- 1.1 Pledge of Allegiance – President Dana Parsell
- *President Parsell led the attendees in the Pledge of Allegiance*
- 1.2 Introduction of Visitors – President Dana Parsell
- *None*
- 1.3 Seating of Alternate Chapter Delegates (written authorization necessary)
- *Josh Meyer (Central Ohio Chapter)*
- 1.4 Determination of Quorum
- *Roll Call was taken. 5 of 6 Officers and 7 of 20 Delegates were present at the beginning of the meeting.*
  - *Executive Director Melinda Gilpin and Financial Assistant Donna Bates were present.*
  - *It was determined that there **was not** a quorum with only 12 of the minimum 15 voting members present.*
- 1.5 Agenda Changes
- *None*
- 2.0 Acceptance of Secretary's Minutes for April 13, 2012 – Brian Bingham
- *No comments were made on the minutes.*
  - ***A motion to accept the Secretary's Minutes from April 13, 2012 as presented.***
  - ***Motion made by Stephen McCall, Seconded by Rose Coors***
  - *No discussion presented.*
  - ***No voice vote was taken.***
- 3.0 Treasurer's Reports for April, 2012 – Bryan Ellis
- *A copy of the Treasurer's Report was distributed.*
  - ***Treasurer Bryan Ellis arrived at 6:20pm, giving us 13 voting members, still not enough for a quorum.***
  - *Executive Director Gilpin discussed a few details on the revenue and expense items, including a question on credit card expenses.*

- *President Parsell accepted the Treasurer's Reports for April, 2012, subject to Financial Committee review.*

#### 4.0 Unfinished Business

- *No unfinished business.*

#### 5.0 New Business

##### 5.1 New Members – Robert Akins

- *Bob presented one name for new membership*
  - *1 Affiliate - Mike Filipski (Out of state)*
- ***A motion to accept the new member application of 1 out of state member, Mike Filipski of Aurora, IL.***
  - ***Motion made by Robert Akins, Seconded by James Myers***
  - *No discussion was presented.*
  - ***No voice vote was taken***

#### 6.0 Inter-Association Delegates

##### 6.1 CEAO - Dean Ringle

- *No Report*

##### 6.2 ODOT - Jim Kenyon

- *Written Report Submitted.*
- *Working on the calibration baseline in Huron County.*

##### 6.3 State Board of Registration – Melinda Gilpin

- *Executive Director Gilpin discussed the new computer based testing and the refresher courses.*
  - *It has been determined that the refresher courses are not sustainable:*
    - *The exam committee needs more material and thus needs more writers and exam committee members cannot teach refresher courses.*
    - *Once computer based testing starts, there will not be a specific test date, but individuals will schedule specific dates.*
  - *The refresher course committee was not comfortable with publishing literature instead of the courses.*
  - *Executive Director Gilpin would like to see PLSO no longer participate in the certification ceremony as it will no longer be feasible with the testing being spread out over the year.*
  - *New legislation will need to be written in order to accommodate the computer based testing, members of PLSO met with John Greenhaldge to discuss this.*

##### 6.4 OGRIP – Dean Ringle

- *No Report*

#### 7.0 Committee Reports

##### 7.1 Special Committees

7.11 Political Action – Don Pickenpaugh

- *Ending balance of the PAC fund is \$3,193.85*

7.12 Standards - Brad Kramer

- *No Report*
- *Executive Director Gilpin passed out the State Board's letter on their position on easements and who can prepare them.*
- *President Parsell mentioned that he would like to see the letter be better enforced by county engineers.*
- *A discussion was held on the meaning of this letter and the standards it does or does not imply.*
- *The standards committee is continuing to work on a strategy to pursue the easement standards issue, and has had discussions with John Greenhaldge regarding his opinions.*

7.121 Preservation of Centerline and Right-of-way Monumentation

- *No Report*

7.122 Revisions to Minimum Standards

- *No Report*

7.123 GPS Standards – Jim Kenyon

- *A draft of GPS standards has been sent to Brad Kramer.*
- *A presentation on these standards is expected later this year.*

7.124 FEMA Flood Mapping

- *No Report*

7.13 State Line - Dean Ringle

- *No Report*

7.14 Historic Review – Mike Besch

- *No Report*

7.2 Newsletter Editor – PLSO Staff

- *Summer edition is out, send ideas for future news letters to the PLSO office.*
- *e-news is going well*
- *The website is getting lots of job postings*

7.3 NSPS Governor – Robert Akins

- *Governor Akins attended the NSPS meeting in Charlotte, NC*
- *The merger is complete and approved; NSPS is the national voice, the other M.O.s have opted out at this time but have the option to join later.*
- *At the meeting, the Board of Governors discussed the 100% membership goal and how it will work:*
  - *The states can come (optional, not obligatory) if the membership of the state societies are 100% voting members.*
  - *The cost will be \$40 per member for the state societies to join.*
  - *PLSO needs to discuss how adding this membership will work.*
  - *A certain number of states have to join in order for the program to work.*
  - *Governor Akins voted against the motion based on some of the wording of the motion. Based on this, a second motion was made to facilitate by-law changes to allow for the program to work.*
  - *PLSO will have to approve its own by-laws to institute these changes.*

- *Discussion on how PLSO would handle the fee to NSPS and how many surveyors We, as the state organization, would bring to NSPS.*
- *At the meeting, the Board of Directors approved a strategic planning committee.*
- *At the meeting, a motion, that was tabled, was made to create an ALTA/ACSM certification program.*
- *At the meeting, removing the “engineering surveys” from the NCEES model law term was discussed.*
- *Governor Akins discussed some of the cost saving initiatives that NSPS is pursuing to prevent bankruptcy in 2-3 years.*
- *Governor Akins will present a more detailed report in July.*

7.31 Trig Star – Pat Leonhardt

- *Written Report Submitted.*

7.32 CST Coordinator - Pat Leonhardt

- *Written Report Submitted.*

7.33 Geocaching Coordinator - Robert Akins

- *No Report*

7.4 Standing Committees

7.41 Program – Dean Frederick

- *No Report*

7.411 Annual Conference Updates

- 2013 – Feb 13 – 16, 2013 - Sharonville Convention Center, Sharonville, OH  
Cincinnati and SW Chapters — Rose Coors and Gary Nichols, Chapter Chair
  - *Program being re-worked due to a scheduling conflict.*
- 2014 – Feb. 12 – 15, 2014 - InterContinental Hotel, Cleveland, OH  
Cleveland, Cleveland Chapter – Dino Lustri, Chapter Chair
  - *Executive Director Gilpin and Ms. Bates met with Dino and toured the hotel.*
  - *Looked at the contract again.*
- 2015 – Feb. 11-14, 2015 - Columbus, Central Ohio Chapter
  - *Looking at contract proposals.*
- 2016 – Feb 10 – 13, 2016 - Marriott, Dayton, Miami Valley Chapter
  - *Contract signed.*

7.412 Fall Seminar Updates

- 2012 – Oct 10 – 12, 2012 - Hilton Garden Inn, Perrysburg, Toledo Chapter
  - *Program finished, finalizing details.*
  - *July 1<sup>st</sup>, ready to start taking reservations.*
- 2013 – Oct. 10 – 11, 2013 - Pritchard-Laughlin Civic Center, Cambridge, OH  
Program Committee
  - *Facility contracted, waiting for contract from hotel.*
- 2014 – Oct. 16-18, 2014 - Great Wolf Lodge, Mason, OH, Program Committee
  - *No report.*
- 2015 – Oct.8 – 10, 2015 - Kalahari Resort and Conference Center, Sandusky, OH  
Program Committee
  - *No report.*

- *Tuscarawas Valley Chapter would like to host the 2016 Fall Seminar.*

7.413 Workshop Updates

- *Planning a workshop for June in St. Clairsville – Oil and Gas issues*
  - *4-6 hours, \$75 for members, \$150 for non-members*
- *Past President Pickenpaugh discussed the URISA seminar.*
  - *The content was very informative and PLSO had a very good turn-out.*
  - *Afternoon discussion was based on some pros and cons of what Ohio has for GIS.*
  - *Those who attended the workshop discussed their impressions of Dr. Nancy von Meyer and her presentation.*
  - *It was discussed that future workshops pairing URISA and PLSO up again would be beneficial for both sides.*

7.42 Membership - Robert Akins

- *Governor Akins mentions that PLSO needs to redefine some membership categories, and so it may be prudent to get the constitution review started.*
- *Executive Director Gilpin passed out the updated membership brochures, suggested that we not spend the money to mass print or mail the brochure.*

7.43 Interprofessional Affairs - A. J. Myers

- *No Report*

7.44 Education - Dean Frederick

- *No Report*

7.45 Legislation – Bryan Ellis

- *Mr. Ellis discussed the fact that the FCC is changing the radio requirements for older Trimble equipment.*

7.46 Finance – Paul Dinan

- *No Report*

7.47 Past Presidents Council – Don Pickenpaugh

- *John Daley working on the history of PLSO; June 30<sup>th</sup> is the deadline for past presidents to submit information to John for this project.*

7.48 Scholarship – Rocky Lomano

- *Four applications received from the Columbus Foundation – two are \$2000 scholarships, two are \$1000 scholarships.*
  - *They have been forwarded to the committee for review.*
  - *Discussion on why the number of scholarship applications is down from previous years, and how PLSO reaches out to students and faculty.*
  - *Scholarship page added on the PLSO website, lists all the scholarships that are available.*

7.49 Scholarship Fund Board – Frank Snyder

- *No Report*
- *Most recent account statement received; June 1<sup>st</sup> the committee should know what the available scholarship amount is.*

7.50 Fundraising – Rion Myers

- *No Report.*

7.51 Communications Committee – George Hofmann

- *President-Elect Hoffman reviewed the updated membership brochure and wishes to commend the office staff on their great work preparing it.*

7.52 Management Review – Dana Parsell

- *President Parsell reviewed the new employee handbook.*
- *Executive Director Gilpin discussed the reasons for the new handbook, needed primarily to protect the association.*
- *Executive Director Gilpin requested a motion for approval of up to \$750 for PLSO's employment attorney to review and approve the handbook.*
  - *The full committee needs to approve the update since it approved the original.*
- ***A motion to approve up to \$750 for PLSO's employment attorney to review the proposed PLSO Employee Handbook and make recommendations.***
  - ***Motion made by Rose Coors, Seconded by Bob Heidkamp***
  - *No discussion*
  - ***No voice vote was taken***

8.0 Chapter Delegate Reports

8.1 Askega Chapter – William Loetz

- *No Report Submitted*

8.2 Central Ohio Chapter – Jeffrey “Barney” Spontak

- *Written Report Submitted*

8.3 Cincinnati Chapter - Bob Heidkamp

- *Written Report Submitted*

8.4 Cleveland Chapter – Tom Snezek

- *Written Report Submitted*

8.5 Congress Lands Chapter – Issac King

- *Written Report Submitted*

8.6 Firelands Chapter - Tim Riley

- *No Report Submitted*

8.7 Miami Valley Chapter – Stephen McCall

- *Next meeting in two weeks, will include three speakers.*

8.8 Mohican-Killbuck Valley Chapter – Jim Kenyon

- *Written Report Submitted*

8.9 Muskingum Valley Chapter – Charlie Harkness

- *No Report Submitted*

8.10 Northwest Ohio Chapter – Michael Lenhart

- *No Report Submitted*

8.11 Ohio State University Student Chapter – Anthonia Ashiofu

- *Written Report Submitted*

8.12 Ohio Valley Chapter – Allen Smith

- *No Report Submitted*
- *Last meeting was at the GIS office*
- *Next meeting at Hamilton & Assoc.*

8.13 Scioto Valley Chapter –

- *No Report Submitted*

8.14 Southwestern Chapter - Rose Coors

- *Written Report Submitted*
- *Meeting at the end of May, speaker from Clermont County Health District to discuss on-site septic and the possible requirement of a survey when these systems are put in.*

8.15 The Thomas Hutchins Chapter - John Francis

- *No Report Submitted*

8.16 Toledo Chapter – Tom Silva

- *No Report Submitted (no meetings in the summer)*

8.18 Treaty Lands Chapter – James Myers

- *Written Report Submitted*

8.19 Tuscarawas Valley Chapter - Dave Bodo

- *No Report Submitted*

8.16 The University of Akron Student Chapter – Rob Valentine

- *No Report Submitted*

8.20 Western Reserve Chapter – Mike Hudick

- *Written Report Submitted*

9.0 President-Elect's Report – George Hofmann

- *President-Elect Hoffman attended the Legislative meeting and attended the URISA/PLSO workshop.*
- *President elect Hoffman is also reviewing the office employees handbook.*

10.0 PLSO Staff Report – Melinda Gilpin

- *Office staff is documenting the processes of the office staff so tasks can be completed by any staff member if needed.*
- *Working on checking the membership database.*
- *Each chapter delegate and president will be getting a spreadsheet of their*

*chapters membership, every year updates will be sent.*

- *Executive Director Gilpin will not be in attendance at the July board meeting as she will be attending the National Trig-Star Committee meeting – Donna Bates will be at the board meeting in her place.*
- *Office staff asked the delegates to remind their treasurers to please cash all checks that are sent to them.*
- *Executive Director Gilpin met with the insurance agent and is working on updating the policies.*
- *Executive Director Gilpin requested up to \$850 to attend the Ohio Society of Association Executives conference in Cleveland at the end of July.*
- ***A motion to approve up to \$850 for Director Gilpin to attend the OSAE Annual Conference.***
  - ***Motion made by Bryan Ellis, Seconded by Rose Coors***
  - *Discussion was held on the benefits of this conference and Director Gilpin was thanked for her willingness to attend to better herself and organization.*
  - ***No voice vote was taken***

#### 11.0 President's Report – Dana Parsell

- *President Parsell commented on the meeting with John Greenhalge*
  - *President Parsell is excited to see some of things coming up this fall.*
- *Reviewed the employee handbook*
- *Is reviewing the scholarship applicants*
- *President Parsell thanked all those who attended the meeting.*

#### 12.0 Adjourn

- ***A motion was made to adjourn the meeting by George Hofman and seconded by Bryan Ellis.***
- *The meeting was adjourned at 8:35 pm.*

*May 11, 2012 Minutes respectfully submitted by Brian P. Bingham, PS, PLSO Executive Secretary-2012.*