NSPS Board of Director’s Meeting
Fall Business Meeting – College Park, MD
October 19 & 20, 2018

The NSPS Board of Director’s Fall Business Meeting was held at the Marriott Hotel and Convention Center in College Park, MD on Friday, October 19 and Saturday, October 20, 2018.

DAY 1 (COMMITTEE REPORTS):

Opening Proceedings:
- Approval of the Fall 2018 Meeting Agenda
- Confirmation of the Board Quorum
- Silent Auction Announcement – proceeds to the NSPS Disaster Relief Fund
- Recognition of various guests and dignitaries

Board Reports:
- Hydrographic Board – no report
- CST Board – written and verbal report by Don Falken
  - New website to better house all things CST
  - Interest in program continues to grow
  - Review and update of all test questions completed
  - Last meeting for Bob Moynihan (after 30+ years!)
- NSPS Foundation – verbal report by Wayne Harrison
  - New donations from several states: $5K (WI, SD, NJ), $2K (FL), $1K (OK, IL)
  - Will need to rebuild coffers due to Michael & Florence
Committee Reports:

- Admissions – no report
- NSPS Fellows – no report
  - Motion for new members being presented at Business Meeting
- Bylaws & Resolutions/Policy Review – no report
- Membership – verbal report by Wayne Harrison
  - Assisted NSPS Treasurer with assessment to justify increasing dues
  - Will work with states requesting to modify their MOUs
- Nomination – written report submitted
  - Motion for slate of candidates to be presented at the Business meeting
- Government Affairs – written and verbal report summary by Pat Smith
  - See written report for full text of committee activity
- NSPS Political Action Fund (PAC) – verbal report by Jon Warren
  - Challenge still on to all states to help raise $100K by end of 2018
- Railroad R/W – written and verbal report by Bob Akins
  - Director Akins has asked all members of the board to fill out and distribute his questionnaire on railroad abandonment issues
- State and Local Government – No report
- Certification – written report submitted
- Floodplain Surveyors – No report
- Education – short verbal report by Steve Gould
  - “Remote Sensing” is the 2019 Student Competition topic
  - Early sign-up deadline of November 2, 2018
- ABET – written report submitted
- Scholastic Activities – no report
- Professional Practice – no report
- Private Practice – no report
- Government Practice – no report
• **Nat. Council for Engr. & Surv. (NCEES)** – written report submitted

• Professional Standards – no report

• **ALTA/NSPS Land Title Surveys** – written report submitted

• **Unmanned Aerial Systems** – written report submitted

• **Public Relations** – written report submitted

• Youth Outreach – no report

• Communications Task Force – no report

• Trig Star – no report

• **Workforce Development** – verbal report by Emily Pierce
  
  o Director Pierce provided a short update on the progress of the committee and shared a PowerPoint presentation (emailed to Directors)

• Future of Surveying – no report

• External Affairs – verbal report by Pat Beehler
  
  o Communication from chairpersons is lacking so improved correspondence is encouraged to maintain a strong association

• American Association for Geodetic Surveying (AAGS) – no report

• **American Bar Association (ABA)** – written report submitted

• American Consulting Engineers Council (ACEC) – no report

• Association of Petroleum Surveying and Geomatics (APSG) – no report

• American Society of Photogrammetry and Remote Sensing (ASPRS) – no report

• Bureau of Land Management (BLM) – no report

• Cartography and Geographic Information Society (CAGIS) – no report

• National County Surveyors – no report

• Federal Emergency Management Agency (FEMA) – verbal report by Dan Martinez
  
  o Bulletin board website and SmartVent website are trying to accomplish two different things; currently reviewing needs for both
• International Federation of Surveyors (FIG) – verbal report by John Hohol
  o Potential for NSPS to host FIG Working Week 2023 in Florida
  o Working with German publisher to reprint surveying book for children in other languages
  o Donated the Marathon County medallion for silent auction
• Geographical and Land Information Society (GLIS) – no report
• International Right-of-Way Association (IRWA) – no report
• Assoc. of Photogrammetry, Mapping, & Geospatial Firms (MAPPS) – no report
• National Geodetic Society (NGS) – no report
• Past Presidents Council – no report
• POLC – no report
• Professional Surveyors of Canada (PSC) – written report submitted
• Society of Mining Metallurgy & Exploration (SMME) – no report
• Surveyors Historical Society (SHS) – verbal and written report by Rich Leu
  o Presentation from Director Leu on Walden Pond and New Orleans visits
• NSPS Young Surveyors North America – verbal report by Chris Glantz
  o Great turnout for Int’l Young Surveyors Meeting (60+ registrants)
  o New website being developed to help with enhancing identity
  o LiDAR News is providing a “Spotlight” in their publications for young surveyors

Motions Distributed for Consideration:
  • Motion 1: State DOTs Promotion of CST Program (CST)
  • Motion 2: Inquiry into ASCE Survey Standards (Coan/Graham)
  • Motion 3: NSPS Dues Increase (Akins/Burch)
  • Motion 4: Amendment to 100% Membership MOU (Membership)

Day 1 adjourned at 4:30pm, scheduled to reconvene the next day at 8AM

All submitted written committee and State reports can be found here:

http://www.nsps.us.com/page/Reports

Notes by: NSPS Secretary Timothy W. Burch
Meeting Date: 10/19/18 & 10/20/18
DAY 2 (BUSINESS MEETING AND VOTING OF MOTIONS):

Opening Proceedings:

- CALL TO ORDER at 8:00am
- ROLL CALL was made with the establishment of a quorum
- PRESENTATION OF 20-YEAR ANNIVERSARY AWARD TO CURT SUMNER
  - Monument Plaque from South Carolina – made by Henry Dingle
  - Anniversary Poem by Bob Akins
  - Presentation of handmade Jimmy Edmonds guitar – Curt’s family
- INTRODUCTION OF GUESTS
- APPROVAL OF CONSENT AGENDA
  - Approval of Minutes for Board of Directors Minutes, Las Vegas, NV (February 20, 2018)
  - Agenda Addition: Motion 5 – FIG Working Week 2023 Proposal
- ADOPTION OF ORDER OF BUSINESS

Executive Committee Reports:

- President – Opening comments, thanks to all societies who have invited him to speak
- President-Elect – Comments on workforce development, education and public relations
- Vice President – NH guidance counselors outing,
- Treasurer – various comments on proposed budget
  - Organization is constantly looking at streamlining
  - Motion to accept made by Director Baker, second by Director Sens, passed by voice vote
- Secretary – involved with “Get Kids into Survey”
- Past President – provided report for nomination committee
• Executive Director – mid-year report here: NSPS Exec Dir
  o Chinese Competition – Nov. 12-15, 2018

Old Business
  • None

New Business
  • Motion 1: State DOTs Promotion of CST Program (CST) - Passed
  • Motion 2: Inquiry into ASCE Survey Standards (Coan/Graham) - Passed
  • Motion 3: NSPS Dues Increase (Akins/Burch) - Passed
  • Motion 4: Amendment to 100% Membership MOU (Membership) – Passed
  • Motion 5: FIG Working Week 2023 Proposal (Burch/Akins) - Passed
    (Final motion documentation attached)
  • NSPS Slate of Officers
    o For VP: Amanda Allred (NM) & Timothy Burch (IL)
    o For Secretary: Craig Amey (MI)
    o For Treasurer: Robert Miller (PA)
    o Motion to close slate by Director Akins, second by Director Martinez, passed by voice vote
  • Certified Survey Technicians Board Appointments (three (3) year term)
    o Norm Ellerbrock (IL) & Glen Thurow (NM)
    o Motion to approve by Secretary Burch, second by President-Elect Van Horn, passed by voice vote
  • NSPS Foundation – Trustee Appointments
    o Replace Andy Sturgeon & appoint Jan Fokens
    o Motion to approve by President-Elect Van Horn, second by Vice President Sargent, passed by voice vote
• NSPS Fellows Nominations
  o Marshall Robinson (WV), Kim Leavitt (ID), Tim Burch (IL), Tom Berkland (SD)
  o Motion to approve by Director Martinez, second by Director Vannozzi, passed by voice vote

• Award Committee Appointments
  o Affiliate of the Year
    • Pierce (WI) & Baker (AK) - one (1) year term
    • Alan Dragoo & Craig Amey – one more remaining year on two-year term
  o Excellence in Journalism
    • Brooks (AL) & Ambourne (MN) - one (1) year term
    • Amanda Allred & Rich Leu – one more remaining year on two-year term
  o Map/Plat Contest
    • Burchard (VT), McDougal (CT) & Armstrong (GA) - two (2) year term
    • Danny Simmons, Tricia Kules, Jim Coan – two more remaining years on three-year term
  o Public Relations Awards
    • Leavitt (ID), Hayes (MO) & Sargent (NH) - two (2) year term
    • Bart Crattie, Bob Akins, Lisa Van Horn – two more remaining years on three-year term

Key Director Ballot & Previous Award

• The 2018 Spring NSPS Business Meeting Key Directors was presented to Rich Vannozzi.
• The recipient for the 2018 Fall Business Meeting Key Director by written vote is Bob Akins.
Service Awards

- 10 Years – Henry Dingle & Rich Vannozzi

Next Meeting:
To Be Held in Arlington, VA on April 9-13, 2010
NSPS BOARD MEETING MOTION – AGENDA ITEM # 1

Meeting Date: 10/20/2018

Location: College Park, Maryland

Name and Title of maker of the motion: Randy Rambeau, North Carolina Director

Name and Title of second to the motion: Robert Armstrong, Georgia Director

Proposed Motion Title: State DOTs Promotion of the CST Program

RATIONALE:

Whereas,

The NSPS Certified Survey Technician Program is a valuable asset to NSPS and the CST Program provides a mechanism to evaluate the proficiency of survey technicians in both the field and office for the benefit of the technician, their employer, and the general public. The Program also provides an alternative career path for those technicians not desiring to become a professional land surveyor and should be available to as many survey technicians as possible across the nation. The CST program continues to make an important financial contribution to NSPS.

In addition the Highways Survey Certification offered by National Institute for Civil Engineering Technologies that was utilized by many state Departments of Transportation was discontinued in December, 2017.

Actual motion.

MOTION:

Therefore, I move:

That the NSPS Board of Directors authorize our President to send a letter to all state Departments of Transportation providing information about the nationally recognized NSPS CST Program and:

1- To encourage/promote their own DOT employees to become CST certified as part of a career development path.

2- Asking the DOTs to investigate the adoption (over a period of time) of a requirement that survey consultants have CST certified personnel.

3- Suggest they use the CST certifications as a factor in the scoring for qualification based selection.

Action Taken: Passed

Person responsible for implementation: NSPS President

Projected Cost: $0

Schedule: Within 90 days
Name and Title of maker of the motion: Jim Coan, Washington Director
Name and Title of second to the motion: Larry Graham, Kansas Director
Proposed Motion Title: Inquiry into ASCE Survey Standards

RATIONALE:

It has come to our attention that ASCE has proposed or is working on Survey Standards concerning survey work performed in conjunction with engineering projects. We believe that this effort would benefit from the input of NSPS.

MOTION:

Therefore, I move:

that the Executive Committee of NSPS direct staff and/or the appropriate Committee(s) contact ASCE to gather information about the status of these proposed Standards and to prepare a report to the Directors by March 9, 2019 so that the issue can be covered at the Spring 2019 meeting in April.

Action Taken: Passed
Person responsible for implementation: NSPS staff
Projected Cost: $0
Schedule: Within 90 days
NSPS BOARD MEETING MOTION – AGENDA ITEM #

Meeting Date: 10/20/2018
Location: College Park, MD

Name and Title of maker of the motion: Bob Akins (Director - Ohio)
Name and Title of second to the motion: Tim Burch (NSPS Secretary)

Proposed Motion Title: NSPS Dues Increase

RATIONALE:
A dues increase is requested because of the following:

The current $40 rate is five (5) years old and was based on a projected estimate of 20,000 members. The actual membership is approximately 16,000 (up from 3,000 prior to the 100% membership). During this time no additional staff has been added and current staff has put in more time to compensate for the additional load. NSPS has also implemented upgrades to websites and existing programs. We have also added new programs, including workforce development, UAS standards, certification programs, increased legislative endeavors, young surveyors, and public relations to increase awareness for future surveyors.

Specific rationale example is attached.

MOTION:
Therefore, I move:

that the NSPS Board of Directors hereby increase the annual membership dues of the 100% participation program ten dollars ($10) from $40 to $50 effective January 1st, 2019 with the first state billing cycle thereafter.

Action Taken: Passed
Person responsible for implementation: NSPS Treasurer & Staff
Projected Cost: $0
Schedule: January 1, 2019
NSPS PROPOSED DUES INCREASE

As we approach the final vote for the dues increase, let us reflect on several issues relative to your decision. All of the following items have been presented through various individuals per emails and phone conversations, as well as budget discussions. Many questions have been posed regarding NSPS’ proposal for a dues increase of $5 - $10 for the Joint Membership Dues. One theme that has developed is that NSPS should be able to operate on the current $40 per member rate. Another is that NSPS is currently collecting more membership dues income than it did prior to the launch of the Joint Membership Dues program in 2013. While that is true, everyone should be aware of critical pieces of information.

How did we get in to this position?

- During the period of 2010 through 2013 NSPS incurred operating losses totaling $499,679 (about $125,000 per year).
- 2013 was a transition year, with revenue from membership dues split at 54% from individuals and 46% from Joint Membership dues. NSPS survived this four year period by utilizing its financial reserves.
In the four years since (2014 through 2017), NSPS has recorded $235,534 in operating gains (about $59,000 per year). Although NSPS has turned the corner financially during the last four years, we have not yet recovered fully from the effects of the nearly $500,000 in operating losses, and have only partially restored the reserves utilized during the lean years.

The $40 rate for the NSPS portion of Joint Membership Dues was based on member counts provided by the respective state societies indicating that there would be an estimated 20,000 surveyors nationwide participating in the Program. The actual numbers never reached that estimate, and NSPS membership currently stands at about 16,000 members within the Program, which is 4,000 fewer members, resulting in 20% less income than the original estimates. This represents $160,000 less revenue per year for NSPS than originally projected.

The peak revenue from Joint Membership dues was in 2016, when we received a total of $668,413.

The 2017 results for Joint Membership dues revenue vs. 2016, reflects a decline of $47,268 or 6.2%.
• The cumulative effect of inflation from the period 2013 through 2017 is 7.4%, with another 2.1% projected for 2018. That brings the cumulative inflation rate to nearly 10% over the 6-year period that the Joint Membership Dues Program has been in effect. Add this to the 6.2% decline in Joint Dues revenue experienced in 2017, and you can see that mathematically NSPS cannot effectively continue its operations on the $40 per member dues rate.

<table>
<thead>
<tr>
<th>Year</th>
<th>Factor</th>
<th>Cumulative</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012</td>
<td>0.00%</td>
<td>100.00%</td>
<td>Base Year</td>
</tr>
<tr>
<td>2013</td>
<td>1.50%</td>
<td>101.50%</td>
<td>1.5% Inflation</td>
</tr>
<tr>
<td>2014</td>
<td>0.80%</td>
<td>102.31%</td>
<td>0.8% Inflation</td>
</tr>
<tr>
<td>2015</td>
<td>0.70%</td>
<td>103.03%</td>
<td>0.7% Inflation</td>
</tr>
<tr>
<td>2016</td>
<td>2.10%</td>
<td>105.19%</td>
<td>2.1% Inflation</td>
</tr>
<tr>
<td>2017</td>
<td>2.10%</td>
<td>107.40%</td>
<td>2.1% Projected</td>
</tr>
<tr>
<td>2018</td>
<td>2.10%</td>
<td>109.66%</td>
<td></td>
</tr>
</tbody>
</table>
How have past budgets fared?

Analysis of NSPS Total Expenses
2010 through 2017

<table>
<thead>
<tr>
<th>Year</th>
<th>Actual Exp</th>
<th>Budgeted</th>
<th>Variance $</th>
<th>Variance %</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
<td>$921,655</td>
<td>$932,495</td>
<td>$(10,840)</td>
<td>-1.16%</td>
<td>Under</td>
</tr>
<tr>
<td>2011</td>
<td>$798,716</td>
<td>$867,835</td>
<td>$(69,119)</td>
<td>-7.96%</td>
<td>Under</td>
</tr>
<tr>
<td>2012</td>
<td>$805,975</td>
<td>$879,275</td>
<td>$(73,300)</td>
<td>-8.34%</td>
<td>Under</td>
</tr>
<tr>
<td>2013</td>
<td>$842,850</td>
<td>$853,222</td>
<td>$(10,372)</td>
<td>-1.22%</td>
<td>Under</td>
</tr>
<tr>
<td>2014</td>
<td>$822,117</td>
<td>$868,615</td>
<td>$(46,498)</td>
<td>-5.35%</td>
<td>Under</td>
</tr>
<tr>
<td>2015</td>
<td>$839,365</td>
<td>$857,286</td>
<td>$(17,921)</td>
<td>-2.09%</td>
<td>Under</td>
</tr>
<tr>
<td>2016</td>
<td>$943,194</td>
<td>$910,852</td>
<td>$32,342</td>
<td>3.55%</td>
<td>Over</td>
</tr>
<tr>
<td>2017</td>
<td>$941,940</td>
<td>$967,327</td>
<td>$(25,387)</td>
<td>-2.62%</td>
<td>Under</td>
</tr>
<tr>
<td>Total</td>
<td>$6,915,812</td>
<td>$7,136,907</td>
<td>$(221,095)</td>
<td>-3.10%</td>
<td>Under</td>
</tr>
<tr>
<td>Average</td>
<td>$864,476.50</td>
<td>$892,113.38</td>
<td>$(27,637)</td>
<td>-3.10%</td>
<td>Under</td>
</tr>
</tbody>
</table>

NSPS managed its expenses well within budget, coming in under budget every year except 2016. And for 2016 the “over” was by only 3.55%. The reason that 2016 actual was higher than budget was due to the write-off of book value for the ACSM/NSPS website, in the amount of $36,675. This website was placed in service in November 2009 and inactivated in September 2016.

Since 2013 the NSPS Budget has been reviewed and approved by the full Board of Directors, which includes the representatives from all States participating in the Joint Membership Dues Program. The NSPS Treasurer, Executive Committee, and Staff have worked hard to be as transparent as possible regarding the annual budget. As the table above reflects, we are cognizant of our responsibility to manage the organization’s financial resources effectively, having done so consistently year after year.
What are some of the significant future expenses?

- Within the next one to three years we will be replacing our Executive Director and our Accountant. In both cases, they will be staying on in a transition phase, where both incoming and outgoing will be paid.

- Replacing these two positions may be difficult at their present salaries, in that, current studies show the salary for these positions in the DC area is quite higher than what we are presently paying.

What have we been doing to control expenses?

- The Executive Director and Office Manager coordinate all of the planning and details for the Spring and Fall Business Meetings, thus saving NSPS the cost of an independent contractor or part-time employee to perform these planning tasks.

- The Publications / Communications Manager Position was vacated in 2012. NSPS moved from hard copy journals on a periodical schedule to online communications about the organization’s activities and issues affecting the surveying profession. The Executive Director and Office Manager jointly manage and develop the content for these online communications forums, which include (a) the weekly radio show, (b) the weekly News & Views newsletter, and (c) social media accounts.
• The Accounting Manager prepares the annual IRS Form 990 report that is required to be filed with the IRS. This filing is necessary for NSPS to retain its non-profit status with the IRS. CPA Services were employed in 2013 for the 2012 Financial Review + Form 990 Filing, with an incurred expense of $16,000; $10,300 was incurred for the Financial Review and $5,700 was incurred for IRS Form 990. Since tax year 2010, the Accounting Manager has prepared and filed the IRS Form 990 every year except for 2012. NSPS felt it was apropos to employ the CPA’s services for tax year 2012, since that was the year ACSM was merged into NSPS, with ACSM’s remaining assets and liabilities transferred to NSPS.

What did we do to balance this years’ budget?

• The 2018 NSPS Budget reflects that we will only “break-even” for the year.
• The incoming President has graciously taken it upon herself to reduce costs for the transition meeting by a considerable amount by holding it in Wisconsin, rather than Washington DC.
• NSPS dues paid to F.I.G. (the international surveying society) have been previously based on the number of individual members in NSPS. We are revising this to base FIG dues on the number of state societies with which NSPS has membership agreements, thus decreasing the FIG dues amount considerably.
• Conference calls are being used extensively by Committees rather than incurring travel and housing expenses for meetings.
In addition to administration of NSPS, members’ dues cover:

- Government Affairs program which includes addressing Federal level issues on Capitol Hill and working with State Societies on state issues as requested; Opportunity to participate in annual “Day on the Hill” in DC
- Access to Disaster Relief Funds, distributed in conjunction with the NSPS Foundation
- Opportunity to directly interact with NSPS leaders during State Conferences, and during NSPS semi-annual meetings
- Weekly “NSPS News & Views” e-newsletter, keeping members current on surveying issues
- Weekly Radio Show- NSPS Radio Hour, addressing current issues related to the profession
- ABET Accreditation – NSPS is Lead Organization for review of Surveying related programs for accreditation or renewed accreditation
- ALTA/NSPS Standards (American Land Title Association)- Joint Committee to review standards for updates/revisions
- Affiliation with FIG (International Federation of Surveyors)- recognized US representative
- CST Certification – provides credentials for surveying technicians
- HYDRO Certification – Partner with Hydrographic Society of America
- CFEDS Certification – provide administrative/finance management
- Workforce Development Committee interacting with state programs

Continued on next page
• Opportunity to provide input to External Affairs Committees in working with multiple organizations on matters affecting the surveying profession
• NSPS Assistance for outreach and interaction opportunities with the public, students, and those early in their surveying career through:
  o National Trig-Star Competition
  o Coordination of Scholarship Process for multiple student awards
  o Annual Student Competition
  o American School Counselor Association state/national conferences participation
  o Future of Surveying Task Force – NSPS is the Lead society among +/- 15 orgs.
  o NSPS Young Surveyors Network – interaction opportunities
  o Materials/Guidance for administering the Boy Scouts Merit Badge
  o Get Kids into Survey posters; NSPS is the US Distributor
  o Promotional materials for use by members and state societies, such as brochures:

  *Professional Surveying, Not Your Average Career*
  *Should You Hire a Land Surveyor?*
  *Professional Surveying, A Career Without Boundaries*
  *CST: Future-proof you surveying career*

**Specialty Websites/webpages, such as:**
*BeASurveyor.com*
*CSTNSPS.com and learncst.com*
*Colleges and Universities: nsps.us.com/page/coll_univ*
*nsps.us.com/page/FloodplainSurveyor*
*careercenter.nsps.us.com*
Meeting Date: 10/20/2018
Location: College Park, MD

Name and Title of maker of the motion: Membership Committee
Name and Title of second to the motion: N/A

Proposed Motion Title: Amendment to 100% Membership MOU

RATIONALE:
The NSPS Board of Directors has approved an increase of annual dues ten dollars ($10) from $40 to $50 to assist with increased costs of operating a national surveying association.

MOTION:

Therefore, I move:

NSPS will send each state affiliate an amendment to the existing Affiliate MOU to raise the dues ten dollars ($10) from $40 to $50 as approved by the NSPS Board of Directors.

Action Taken: Passed
Person responsible for implementation: NSPS Treasurer
Projected Cost: $0
Schedule: Disclose to Affiliates immediately
Meeting Date: 10/20/2018
Location: College Park, MD

Name and Title of maker of the motion: Tim Burch - Secretary
Name and Title of second to the motion: Bob Akins - Director (OH)

Proposed Motion Title: FIG Working Week 2023 - NSPS Bid

RATIONALE:

FIG (International Federation of Surveyors) has not held an event in North America since the 2002 FIG Congress in Washington, D.C. and has expressed a desire to visit the United States.

This endeavor will include making a presentation at the 2019 Working Week in Hanoi, Vietnam for selection followed by a promotional event at the 2022 Congress in Cape Town, SA providing a preview of our 2023 event.

NSPS would utilize the same facilities in Orlando, Florida previously coordinated for the 2022 Congress bid with the hotel / conference center holding to the originally quoted pricing.

Promotional costs of materials necessary for the bid assembly and literature will be approximately $2,500.

MOTION:

Therefore, I move:

that the NSPS Board of Directors support a bid to be submitted to the FIG for the 2023 Working Week hosting opportunity. A presentation to the FIG Board will be given during the 2019 Working Week in Hanoi, Vietnam in April, 2019.

Action Taken: Passed
Person responsible for implementation: NSPS ExCom
Projected Cost: per NSPS Budget Schedule: Spring 2019