



**EASTERN NEW YORK SOCIETY OF LAND SURVEYORS
INCORPORATED**

Charter Affiliate of the New York State Association of Professional Land Surveyors

P.O. Box 4399, Clifton Park, N.Y. 12065-4399

Visit us on the web at www.enysls.org

**MINUTES
BOARD OF DIRECTORS MEETING**

Thursday, June 10, 2010

CT Male, Latham, NY

President Johannessen called the meeting to order at approximately 5:57pm

Present were: Howie Johannessen, Kurt Heiss, Bob Ihlenburg, Kristin Demers, Don Darrah, William Whimple, Carl Rigdon, Eric Crampton, Bill Darling, and Lawrence O'Connor.

Absent were: Gordy Matson, Lee Lurie, and Michael Gaines.

Guests: Jody Lounsbury (Public Relations and Continuing Education Committees Chair)

Secretary's Report: Kurt Heiss

- The minutes from the May meeting were reviewed; a motion was made by Howie Johannessen, Seconded by Larry O'Connor, to approve the minutes. Motion passed.

Treasurer's Report: Bob Ihlenburg (Attached)

- Verbal and written report submitted. A motion was made by Kurt Heiss, Seconded by Bill Darling, to approve the Treasurer's Report as submitted. Motion passed.

President's Report: Howie Johannessen:

- The NYSAPLS Board voted to accept the position statements on Machine Control and Electronic Data Files as put forward by the committees.
- The NYSAPLS Education Committee reported back on a plan for offering one-hour, credit-bearing courses. The proposed plan is for NYSAPLS to develop two (at this point) one-hour courses to be offered to the Regionals. These would be developed, and then be available to the Regionals through the internet or over the phone/teleconference. There would be no charge to members for attending the courses, and no charge to Regionals for running the courses, other than the \$10 "per head" fee for certification and maintaining the CE database. The theory is for a Regional or several Regionals to hold their dinner meetings at a time when these courses can be offered. It was mentioned at the meeting that some Regionals may want to develop their own local (Regional-specific) courses, and may want to have CE credits available for them. NYSAPLS said that, if those courses do get developed, they could become part of the series of courses available through NYSAPLS. See below under the Continuing Education Committee report for discussion regarding this item.

Executive Vice-President's Report: Eric Crampton: Nothing to Report

Vice-President's Report: Don Darrah – Nothing to Report

Committee Reports:

-----Standing Committees-----

Constitution & By-Laws: Kurt Heiss –

- An Official First Draft of changes to the Constitution & By-Laws (CBL) was submitted to the Board. The committee plans to release this Official First Draft to the general membership via e-mail this week, and the membership can review it and submit suggestions/comments over the summer. A motion was made by Larry O'Connor, seconded by Don Darrah, to approve the committee's plan of action. Motion passed.

Scholastic Development: Kristin Demers: Nothing to Report

Ethics and Business Practices: Don Darrah –

- A company that was contacted by the committee previously, regarding practicing Surveying without a license, seems to have recently performed a Survey and is possibly having a Licensed Land Surveyor stamp surveys although this LS is not a member of the company (Plan Stamping). Another Director noted a run-in his firm had had with this company regarding layout work that was performed resulting in clearing of trees on the wrong side of a boundary line. It was noted that, since ENYSLS approached the company about their activities last time, they have been very careful how they detail the services they offer on their website and business cards, avoiding all references to things that could be construed as practicing without a license, however companies/individuals hiring this firm refer to this firm as their "Surveyor." It was noted that the company is a WBE, and a member suggested that the NY MWBE Database be checked to see if this company is offering services in the "Land Surveying" category. Chairman Darrah mentioned that a SBELS member had suggested a possible course of action during previous encounters with this company, and Chairman Darrah will follow up with that past SBELS member regarding options for proceeding against the company.

Continuing Education: Jody Lounsbury –

- A discussion of one-hour, credit bearing courses was held as a continuation of the President's Report. The Board discussed the options being suggested by NYSAPLS, the other options available to ENYSLS, the benefits of Regionally produced and sponsored programs, the benefit of in-person/interactive programs, and the costs involved with the various options. A motion was made by Kurt Heiss, seconded by Bob Ihlenburg, for the Board to authorize the Continuing Education Committee to develop Regional one-hour, credit-bearing courses, to be sponsored by ENYSLS and approved, for reasonable costs, through one of the available approving organizations. Motion passed.

Finance: Bill Darling – Nothing to Report.

Membership: Kurt Heiss – Nothing to Report

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Vice-President: Don Darrah	Robert J. Ihlenburg	2011	Lawrence J. O'Connor	2012	Carl Rigdon	2013
Secretary: Kurt Heiss	Lee Lurie	2011	Kristin Demers	2012	Mike Gaines	2013
Treasurer: Robert J. Ihlenburg					Past President - William Whimple	
Director N.Y. State Assoc. of Professional Land Surveyors - C. Howard Johannessen (518) 439-9981						
Director N.Y. State Assoc. of Professional Land Surveyors - Eric Crampton (518) 786-7400						
President's Address - P.O. Box 454, West Sand Lake, NY 12196 - cjohnnassen@nyncap.rr.com						

Legislative: Larry O'Connor –

- Chairman O'Connor contacted NYSAPLS regarding the possibility of receiving information from the NYSAPLS Legislative Committee to report to the members of ENYSLS. A Director mentioned that an ENYSLS member was on that committee and could possibly provide general information and updates as to the status of legislation and legislative efforts.
- Chairman O'Connor mentioned that in Manhattan County, the same form is being used for the filing of Condominium Maps/Declarations as is used for the filing of Subdivision maps – the result of which is that Engineers and Architects are regularly filing Subdivision maps in that county.

Program: Bill Whimple –

- Chairman Whimple mentioned that he would be working with the Continuing Education Committee to schedule the one-hour presentations, once developed.

Public Relations: Jody Lounsbury –

- Chairman Lounsbury mentioned that the early-bird registration packages for the Home Show would be circulated later this summer. This should give the Board time, at the August BOD meeting, to revisit the issue of participation at the Home Show or other shows/venues for 2011.

Technical Information: Eric Crampton – Nothing to Report

-----Temporary and Ad-hoc Committees-----

Website and Archival Information: Kurt Heiss – Nothing to Report

Conference Committee 2012: Brian Magee – Written Report Submitted (Attached)

Old Business:

- The ENYSLS Post Office Box key has been retrieved. Treasurer Ihlenburg stated that the last POB Payment was in March, 2009, and that possibly the 2010 payment is overdue. Kristin Demers mentioned that thank-you notes sent by scholarship recipients to the P.O. Box were returned undeliverable. It is assumed that the box has been closed. It was mentioned that, if a new box address is necessary, it would be simple to change the address on the website, stationary, and to correct the address on the current checks in the checkbook. Several BOD members live very close to the Vicher's Ferry Road Post Office, and other BOD members pass right by it on the way to meetings, so the location is still very centralized and convenient. A motion was made by Kurt Heiss, seconded by Bill Darling, for Jody Lounsbury to coordinate with the Post Office in order to reinstate the existing PO Box, or, if unavailable, to secure a new P.O. Box for ENYSLS; to obtain two keys if possible (one for the people checking the box and one to be kept by the officers as a spare); and to be reimbursed for all out-of-pocket expenses incurred in the process. Motion passed.

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New Business:

- Jody Lounsbury mentioned that when the printed ENYSLS Handbook was discontinued, the plan was to put all the Handbook information on the website. Kurt Heiss mentioned that updated versions of all the Handbook documents were either available through the ENYSLS Website "Documents and Minutes" page, or current information was available through links on the "Links" page. Jody suggested making the documents easier to find on the site, and possibly offering them through a single "download." Kurt Heiss will look into making said changes.

A motion to adjourn was made by Bill Whimple, seconded by Carl Rigdon, and the meeting was adjourned at approximately 7:08pm.

The next meeting of the ENYSLS Board of Directors will be held on Thursday, August 12th, 2010, at a location to be determined.

Respectfully Submitted,
Kurt J. Heiss, L.S.
ENYSLS Secretary
heisskj953@roadrunner.com

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4:08 PM Eastern New York Society of Land Surveyors, Inc

06/10/10 Profit & Loss Detail

Ordinary Income/Expense

Income

Miscellaneous Income

Cash from dinner

Deposit	5/17/2010	CASH FROM DINNER	Deposit	Checking Acc...	
Total Cash from dinner				225.00	225.00
Checks for dinner					
Total Checks for dinner				450.00	450.00
Total Miscellaneous Income				675.00	675.00

Reimbursed Expenses

Deposit	5/17/2010	105	MID HUDSON VALLEY...	hospitality...	Checking Acc...
Total Reimbursed Expenses					415.16

SCHOLARSHIP RAFFLE

Deposit	5/17/2010	CASH FOR RAFFLE	Deposit	Checking Acc...	
Total SCHOLARSHIP RAFFLE				85.00	

Total Income \$1175.16

Expense

Professional Fees

Consulting

Check	5/10/2010	169	Kurt Heiss	WEB SITE FEE	Checking Acc...
Total Consulting					27.88

Total Professional Fees 27.88

Travel & Ent

Entertainment

Check	5/13/2010	174	JODY LOUNSBURY	FINAL REIMB...	Checking Acc...
Total Entertainment					85.34

Meals

Check	5/13/2010	173	Darrah Land Surve...	RRETURN OF ...	Checking Acc...
					100.00
Check	5/13/2010	175	RAVENSWOOD	plus 100 de...	Checking Acc...
					309.50

Total Meals \$ 409.50

Total Travel & Ent \$494.84

Total Expense \$522.72

Net Ordinary Income \$ 652.44

TOTAL IN CHECKING ACCOUNT JUNE 2010 \$3137.74

UVEST = \$37,000

NYSAPLS Conference Committee Meeting Report

Meeting at NYSAPLS Headquarters June 9, 2010

Turning Stone Casino, January 19 – 21, 2011, host Niagara Frontier Association of Land Surveyors.

The meeting scheduled for May 21 was postponed to June 9.

The NYSAPLS Education Committee has provided a preliminary program based on the new schedule (attached). It has already had some modifications.

The committee budget was approved by NYSAPLS. The committee is trying to hold the costs down. However the new agreement between the State of NY and the Oneida Nation to allow alcohol sales throughout the facility may have an impact on what is provided. Preliminary registration form is attached. We made some changes to this at the meeting.

When inquiries were made about the new alcohol policy, the one thing that was specifically mentioned was the hospitality room. Food and beverage are required to be provided by the vendor at the hotel. I don't know how this will affect the costs.

Moving forward with the plan to have vendor presentations in the exhibit hall. Possibly may be able to get a 1 hr credit for some.

Thursday evening will be the Gala reception, no banquet this year. It will be held in the exhibit hall and include the awards, the auction, raffle and entertainment. We will be looking for donations for the raffle and auction.

2012 Conference – Saratoga City Center, Eastern is the host. Committee will be looking for about 20 regional people to assist at conference. Contrary to what I told you at the last meeting these people will have time to get continuing education credits. Construction of the facility is well under way with the first conference booked for October 2010.

2013 Conference – Saratoga City Center, no host yet. Adjoining regionals Northern and Mid-Hudson will be asked. Probably Mid Hudson as Northern will be pushing for a conference at the new Conference Center in Lake Placid.

2014 Conference – location TBD, Genesee Valley will be the host. This will be the 50th Anniversary of NYSAPLS.

The next Committee meeting is currently scheduled for July 16, 10 AM at headquarters in Albany. This will include a joint meeting with the Education Committee.

Respectfully submitted:

Brian F. Magee
June 10, 2010

**NYSAPLS Annual Conference Committee
Policy on Regional Host Sponsorship
Adopted by the NYSAPLS Board of Directors
March, 2002**

Responsibilities of Host Regional

The host region of the NYSAPLS annual conference will receive compensation for their volunteer time, not to exceed \$5,000. Prior to disbursement of these funds, the following action items are to have been met satisfactorily (as determined by the annual conference committee):

1. Provide one (1) volunteer at each education class to introduce the speaker, distribute and collect evaluation forms
2. Provide minimum of three (3) volunteers each day of the conference to assist with registration questions of attendees and collection of door prizes/raffles brought by exhibitors.
3. Work with NYSAPLS staff to determine the annual dinner banquet entertainment.
4. A representative of the host regional will hold a seat on the annual conference committee in order to provide input and direction for all conference functions (as stated in the NYSAPLS bylaws revised in 2003).
5. Work in conjunction with NYSAPLS staff and annual conference committee to select a conference theme and corresponding logo design.
6. Work in conjunction with NYSAPLS staff to organize an optional fundraiser held during the conference to benefit the Shaw Fund scholarship program or other worthy cause. Any other fundraisers held during the conference by regionals must obtain prior approval by the annual conference committee.
7. Design and distribute gift baskets to VIPs in attendance at the conference. Staff will provide budget figures and a list of individuals to receive gifts prior to the date of the conference.

NYSAPLS staff is available to assist with any aspects of the above mentioned responsibilities. The host regional representative is required to keep NYSAPLS staff informed of all decisions to ensure actions are not in violation of any standing board or annual conference committee policy.

If the host regional fails to supply the minimum number of volunteers to staff the conference, the annual conference committee has the authority to re-consider the \$5,000 compensation.

Deadline to send NYSAPLS staff names and contact information for all volunteers is December 31. Staff will send welcome letters and instruction sheets to all volunteers prior to the conference date.

All volunteers are required to attend a mandatory training meeting to review conference procedures. The date and time of this meeting will be determined prior to the conference.