



**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**

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**MINUTES**

**EASTERN NEW YORK SOCIETY OF LAND SURVEYORS  
BOARD OF DIRECTORS MEETING  
May 14, 2020**

Virtual Meeting by phone and PC  
Due to COVID-19 Pandemic gathering restrictions

President Winters called the meeting to order at 5:36 pm

Present: Kaleb Winters, Jim Vianna, Dwayne Cooper, Larry O'Connor, Rick Palmer, Randy Paquin, Chuck Lent, Lucas Boyer and Brie Strom

Absent: Jason Peterson, Nick Lehman, Pat VanHaverbeke and Kristin Darrah

**Secretary's Report: Dwayne Cooper**

- The April 2020 BOD meeting minutes were presented to and reviewed by the BOD. A motion to accept the minutes was made by Randy Paquin, seconded by Brie Strom. A vote was taken, and the motion passed.

**Treasurer's Report: Jim Vianna**

- Jim reported to the BOD on the LPL account balance and the Bank account balance.

**Minimum Technical Standards**

- Jim reported that the MTS committee held teleconferences on April 6, April 23 and May 3. The committee has finished its review of comments and made final edits to the proposed MTS. The proposed MTS had been turned over to NYSAPLS for legal review. It is anticipated that the proposed MTS will be submitted to the NYSAPLS Board of Directors at their May 15<sup>th</sup> meeting. At this point the MTS ad hoc committee has completed its work.

**President's Report: Kaleb Winters**

- A letter was sent on April 17, 2020 to the ENYSLS member involved in the Ethics Committee investigation regarding the violation of the Board of Regents rules and operating without a Certificate of Authorization from NYS. Since receipt of the letter, the website has been revised and is now compliant the Board of Regents rules. It is unclear where things stand with regards to the Certificate of Authorization. Jim suggested sending an email or letter thanking them for making the changes to the website and inquiring about the status of the Certificate of Authorization. Kaleb made a motion to contact them and the motion was seconded by Larry.
- Fulton and Montgomery Counties in the Mohawk Valley Region have met the criteria that Governor Cuomo has set to begin phased reopening on May 16<sup>th</sup>. The eight other counties in our region have only met 5 out of 7 metrics and will not begin phased reopening until all 7 have been met.

### **Executive Vice President's Report: Randy Paquin**

- Nothing to report.

### **Vice President's Report: Brie Strom**

- At this point, due to COVID-19 uncertainties it is unclear if fall meetings will be in person or virtual. Waiting to see what unfolds over the coming weeks and months to determine what format the fall meetings will take on. The Mill had been reserved for the August BOD meeting, depending on guidelines in place at the time, Brie will inquire with The Mill about our reservation.

## **Standing Committee Reports**

### **Calibration Base Line (ad hoc): Randy Paquin, Rick Palmer and Richard Bennett**

- Randy and Rick plan on checking the site to make sure the proposed points will still work. Discussion was held on accessibility of the proposed points. Randy and Rick reported that all the proposed points are within approximately 100 feet of either a parking area or public road.

### **Website Redesign (ad hoc): Brie Strom, Chuck Lent and Dwayne Cooper**

- The committee has had two teleconferences and been exchanging emails. The bulk of the files (past meeting minutes, photos and various text) has been sent to Pixelheap. The committee also put together a general outline of the content of each page of the new website and sent it to Pixelheap as well. This outline is not final, and we are open to any suggestions that Pixelheap has on layout and format. Kaleb requested the BOD review the outline and notify the committee with any comments/suggestions. The committee is looking for photos from around the Region to include on the new website. Randy said he was going to Moreau State Park in the coming week and would get some pictures there and Brie said she would get some pictures from out in the western portion of the Region.

### **Constitution and By-Laws: Larry O'Connor and Bill Schrae**

- Larry has updated the By-Laws and Constitution; he spent a great deal of time to reformat the original document and make it more user friendly for edits going forward. Larry requested that someone proof the updated document.
- Larry is going to work on putting together proposed changes to the By-Laws to allow on-line voting and revise quorum numbers to reflect something similar to method NYSAPLS uses.

### **Continuing Education: Jody Lounsbury, Chuck Lent, and Eric Crampton**

- Nothing to report.

### **Ethics Practice: Larry O'Connor, Jeff Ostertag, and Kevin Rounds**

### **Finance: Carl Rigdon, Bill Darling, and Chris Czerw**

### **Legislative: Larry O'Connor**

### **Program: Randy Paquin and Gary Mitchell**

### **Public Relations: Jody Lounsbury, Eric Crampton, and Brie Strom**

### **Scholastic Development: Randy Paquin and Kristin Darrah**

### **Business Practice and Technical Information: Chris Czerw**

**Membership:** Robert Wilklow and Steve Dickson

**Website:** Ralph Hill

**Old Business:**

- Nothing to Report

**New Business:**

- Should we pressure county clerks to digitize records and expand access to them, especially during the COVID-19 pandemic? The BOD discussed the issue and felt that at this time little would come of it due to the reduced workforce at the various counties. Randy said that he believes that most of the counties do not budget for digitizing files, rather they get grants periodically to do so. Brie said that she heard that one of the counties in the Region was waiving fees for IQS searches due to COVID-19 but wasn't sure which one it was.
- NYSAPLS 5/15 BOD Meeting Proposed Budget Revisions:
  1. Dues income (4080/4100) The proposed increase to membership dues was removed. (Members will be offered two (2) free webinars as an incentive to renew, a \$98 value).
  2. Board meeting expense (5100) The committee will recommend hosting 2 board meetings as virtual/GoToWebinar events.
  3. Strategic retreat expense (5145) The committee will recommend overnight rooms to be covered by the regional associations instead of NYSAPLS.
  4. 2021 Conference giveaway expense (6220.01) The committee reduced the giveaway expense from \$14,500 to \$8,000.
  5. PR expense (6560) The committee recommends a reduction in booth travel and advertising.
  6. Staff wages expense (7210) The committee removed the 2% increase to staff wages.
- Summary of 71 NYSAPLS Covid-19 Survey Responses
  - 30% of respondents have applied for unemployment insurance
  - 8% for the SBA Express Bridge Loans
  - 45% for the Paycheck Protection Program
  - 14% for the Economic Injury Disaster Loan Emergency Advance\*It should be noted that of those who did respond to this question, many said that they had applied for multiple assistance funding programs, some of which were not listed above.
- Randy noted that he was going to attend the NYSAPLS 5/15 BOD Meeting and would provide a write up of the meeting and distribute it to the BOD.
- Randy reported that the Ranger School was in a lock down after the COVID-19 outbreak and that the students stayed at the school and attended classes six days per week to earn their degrees. Jim reported that Mike Pink was awarded the Surveying Award for Excellence.
- Upcoming Events:
  - NYSAPLS BOD Meeting will be held Friday May 15th virtually from 1:30 – 4:00 pm.
  - ENYSLS BOD Meeting to be held on Thursday August 13, 2020 from 5:30 – 7:30 pm.
  - ENYSLS Annual Meeting and Elections will be held Thursday November 12. Seeking nominations for three regular members and one associate member.

- Business Resources:
  - <https://www.bsk.com/events/coronavirus-update-and-discussion-on-legal-and-practical-issues>
  - <https://forward.ny.gov/regional-monitoring-dashboard>
  - <https://forward.ny.gov/industries-reopening-phase>
  - <https://esd.ny.gov/doing-business-ny/small-business-hub>
- Worker Resources:
  - <https://www.ny.gov/services/get-unemployment-assistance>
  - <https://forward.ny.gov/know-your-rights>

A motion to temporarily adjourn the meeting was made by Jim Vianna and seconded by Chuck Lent. A vote was held, and the motion passed.

The virtual Town Hall Meeting was opened up by President Winters. It was only attended by Board of Directors.

A motion to adjourn the Virtual Town Hall was made by Randy and seconded by Brie. A vote was held, and the motion passed. The Meeting adjourned at 7:22 PM.

Respectfully Submitted,

Dwayne A. Cooper  
ENYSLS Secretary

**EASTERN NEW YORK SOCIETY OF LAND SURVEYORS, INC.**

|                                     |                                 |      |                 |      |                |      |
|-------------------------------------|---------------------------------|------|-----------------|------|----------------|------|
| President: Kaleb Winters            | Lawrence O'Connor               | 2020 | Chuck Lent      | 2021 | Randal Paquin  | 2022 |
| Exec. Vice-President: Randal Paquin | Pat VanHaverbeke                | 2020 | Lucas Boyer     | 2021 | Jason Peterson | 2022 |
| Vice-President: Brie Strom          | Kaleb Winters                   | 2020 | Brie Strom      | 2021 | James Vianna   | 2022 |
| Secretary: Dwayne A. Cooper         | Richard Palmer                  | 2020 | Nicholas Lehman | 2021 | Dwayne Cooper  | 2022 |
| Treasurer: James Vianna             | Past President - Kristin Darrah |      |                 |      |                |      |

Director N.Y. State Assoc. of Professional Land Surveyors - Kaleb Winters  
Director N.Y. State Assoc. of Professional Land Surveyors - Randal Paquin