



BOARD OF DIRECTORS MEETING MINUTES
April 24-25, 2026

The Benson Hotel
309 SW Broadway, Portland, OR 97205
Cambridge/Oxford Room

Directors Present:

President William Healey, RES; President-Elect/Treasurer Terry Taylor, CAE, RES, AAS, FIAAO; Vice President Kara Endicott, CAE, AAS, RES; Immediate Past President Donna VanderVries, CAE, AAS, PPS, Esq; Kevin Prine, RES, AAS, CAE; Douglas Warr, AAS; Lloyd Funk, CAE; Allen Jolley, AAS; Ginny Whipple, AAS; Billy Burle; Damian Lara; Kirk F. Boone, PPS, AAS, FIAAO; Timothy G. Hall Sr., AAS; Scott Russell, AAS, PPS, RES-*Virtual*; and Executive Director Amy Rasmussen, RES, AAS, FIAAO.

Directors Absent:

None.

In Person Attendees:

Deputy Executive Director Stephanie Whitcher, CPA, MBA; Senior Director of Communications & Technology Mike Ardis, APR; Senior Director of Meetings & Events Anita Lara, CMP; Executive Administrator Becky Behrens, MPA; and Governance Committee Chair Dorothy Jacks, AAS, FIAAO.

Virtual Attendees:

Senior Director of Business Innovation Ashley Lathrop, MBA; Senior Director of Community Engagement & Membership Shawn Chevreux, MSE; Senior Director of Professional Development Erin Eades; Director of Library Services Elizabeth Ferguson, PhD; Shannon Hiss, RES; Alvin Lankford, AAS, CAE; Fred Chmura, AAS, FIAAO; Sweeney Representatives Jim Sweeney and Jennifer Manocchio; Research and Standards Committee Chair Melissa Baer, CAE; Russ Thimgan; Alan Dornfest, AAS; Brian Guerin; Michael Mills, CAE, AAS, MAS, RES; Joshua Myers; Professional Development Committee Chair Brad Fowler, AAS, RES; and DEI Council Chair Ivana Owona.

April 24, 2026 – Friday

I. CALL TO ORDER

Welcome, Roll Call, and Introductions

President-Elect/Treasurer Terry Taylor CAE, RES, AAS, FIAAO, called the meeting to order at 8:00 a.m. (PT). Executive Administrator Becky Behrens, MPA, called the roll, and a quorum was declared.

Approval of Agenda

President-Elect/Treasurer Taylor CAE, RES, AAS, FIAAO, presented the agenda for approval.

MOTION: I move to approve the Board of Directors Meeting Agenda for April 24-25, 2026, as presented.

Made by: Damian Lara

Seconded by: Donna VanderVries, CAE, AAS, PPS, Esq.

Motion carried.

Local Dignitary Welcome

There was no local dignitary welcome.

Board Round Table

The Board and staff shared professional and personal experiences that are happening, as well as future items they are looking forward to.

Director Lara left the meeting at 8:40 a.m.

I. BUSINESS MEETING AND ACTION ITEMS

Approval of Minutes

MOTION: I move to approve the minutes of the March 16, 2026, Board of Directors Meeting.

Made by: Ginny Whipple, AAS

Seconded by: Kevin Prine, RES, AAS, CAE

Motion carried.

Director Lara re-joined the meeting at 9:03 a.m.

Meetings and Events Department Report

Senior Director of Meetings & Events Anita Lara, CMP, provided an overview of locations for the 2028 Legal Seminar. The locations included Santa Clara, CA, Tampa, FL, and Chicago, IL. Discussion was held regarding the costs and attendance. Discussion was held regarding increasing the attendance cost for non-members. She provided an overview of other upcoming events, which included the 2026 Annual Conference, MAVS, Emerging Leaders Summit, Leadership Days, IRS, and the 2026 Legal Seminar.

MOTION: I move to approve the location of the 2028 Legal Seminar to be held in Tampa, FL.

Made by: Kevin Prine, RES, AAS, CAE

Seconded by: Douglas Warr, AAS

Motion Carried.

Membership & Community Engagement Report

Sr. Director of Membership & Community Engagement Shawn Chevreux, MSE, provided an overview of membership as of April 7th. He provided Nimble updates, which included candidate pool reporting, invoice access, and information on future projects. He provided an overview of the membership initiatives relating to engagement, which included award awareness, Rep engagement, and the Mentorship Program.

Communications, Marketing, and IT Report

Sr. Director of Communications & Technology Mike Ardis, MSJ, APR, provided an overview of the IAAO publications, which include F & E, Journal of Property Tax Assessment and Administration, Assessing Info, media headlines, and general emails. He advised that the media headlines will now be available for any member to opt into starting April 27th. He provided an update on communications work, which included Assessing the Situation, social media, event materials, and the website. He provided an overview of marketing tools, which included GIS/Val Tech, MAVS, the 2026 Conference, and Legal Seminar. He discussed the usage of chapter logos and the importance of chapters creating logos in accordance with the Procedural Rules. He provided an update on technology relating to Nimble AMS, the website, event software, and new online security measures.

Professional Development Report

Sr. Director of Professional Development Erin Eades provided an overview of the Strategic Plan Updates, which include digital badging, broadening and modernizing course catalogs, and adding more hybrid and self-study options. She provided an overview of some of the department's initiatives, which included IEWs, new courses, rewrites, and revisions. She provided updates on designations; there are 54 candidates and 48 designees to date. She advised that we've had approximately 2,421 student registrations year to date. She provided an update on staffing, which included seeking contract resources to reformat some materials.

President Healey, RES joined the meeting at 12:08 p.m.

Sweeney Update

CEO & President Jennifer Manocchio of Sweeney provided an update on the property tax education campaign. She shared findings from research conducted across the United States on property tax abolishment and reform efforts. Sweeney engaged with a wide range of stakeholders across multiple states and noted that approximately 40 states are currently involved in active tax reform discussions. She advised that key drivers behind these conversations are an increase in home prices and property values, which have led to rising property tax burdens for homeowners. Cultural factors are also contributors, including increased attention from news media and social media, which have amplified public awareness and concern. She provided an overview of the education campaign strategy, some of the goals and objectives included educating target audiences and reassuring IAAO members that the association is actively advocating. She provided an overview of communication channels that should be leveraged, which included news media, social media, websites, email, and podcasts. She provided an overview of the messaging approach, which should have a clear direction and tone, a focus on what is important for citizens to know, and a strategic and tactical use of themes and frameworks. Discussion was held regarding the campaign theme. The consensus of the Board was to avoid defensive messaging and move forward with a theme that reframes the narrative in a way that resonates with the public while maintaining constructive messaging. Discussion was had regarding visual messaging, having a universal template/toolkit, and creating centralized messaging through a microsite. Discussion was had regarding focused efforts in key states, which included FL, GA, NE, PA, KS, MI, OH, and TX.

Research and Standards Committee Report

Research and Standards Chair Melissa Baer, CAE, provided an overview of the revisions to the Standard on Ratio Studies. The overall goal of the changes was to make the standard more broadly applicable globally and distinguish between the practitioner and oversight. The Research and Standards Committee received a considerable amount of feedback, which shaped the revisions. The bulk of the feedback was in relation to vertical equity. The VEI, PRB, MKI, and PRD measures were explained, with the recommendation that the VEI is the recommended approach because it is quantifiable, interpretable, and visual. Discussion was had regarding the Lincoln Land Institutes previous concerns. The standard will be released on April 24th. Chair Baer provided an overview of the standards update schedule, and the consensus of the Board was to include the timeline in the Research and Standards Manual.

MOTION: I move to approve sending the Standard on Ratio Studies out for re-exposure to the membership.

Made by: Damian Lara

Seconded by: Timothy G. Hall Sr., AAS

Motion Carried.

Professional Development Committee Report

Professional Development Committee Chair, Brad Fowler, AAS, RES, provided an overview of the amendments to the Procedural Rules. The amendments replace elective hours requirements with existing IAAO education for the PPS Designation in 7.41 of the Procedural Rules.

MOTION: I move to approve the PPS changes to Procedural Rule 7.41 as recommended by the Professional Development Committee.

Made by: Kevin Prine, RES, AAS, CAE

Seconded by: Lloyd Funk, CAE

Motion Carried.

DEI Council Report

DEI Council Chair Ivana Owona provided information on renaming the DEI Council. She advised that the Council is recommending the name be changed to the Access and Advancement Council. She provided background information on Victor A. Hartsfield and advised that the DEI Council is recommending changing the name of the DEI Scholarship to the Victor A. Hartsfield Scholarship. She provided an overview on a day of service during the 2026 Annual Conference, which would take place on October 13th. Discussion was had regarding promoting the event in F & E, Assessing Info, and social media. The event will be posted on Eventbrite for sign-ups.

MOTION: I move to rename the DEI Council to the Access and Advancement Council.

Made by: Vice President Kara Endicott, CAE, AAS, RES

Seconded by: Ginny Whipple, AAS

Motion Carried.

MOTION: I move to rename the DEI Scholarship to the Victor A. Hartsfield Scholarship pending the approval of the Hartsfield Family.

Made by: Timothy G. Hall Sr., AAS

Seconded by: Lloyd Funk, CAE

Motion Carried.

Strategic Discussion on Textbooks & Body of Knowledge (BOK)

Director of Library Services Elizabeth Ferguson, PhD, provided an overview of textbooks and the Body of Knowledge (BOK). Discussion was had regarding the use of textbooks and the BOK. With two sources for materials, some of the information is outdated, and a course of action for maintaining the resources is needed. Discussion was had regarding prior task forces that were reviewing the BOK and textbooks. The consensus of the Board was that the BOK should be updated. The Board requested that staff investigate how other organizations keep their materials and resources up to date. They also requested that research be done on educational publishing companies or AI resources that can complete this type of work.

SEE Chapter Progress & Agreement Update

President-Elect/Treasurer Taylor CAE, RES, AAS, FIAAO provided an overview of the SEE Quarterly Report, which provided information on funding, events, and membership of the SEE Chapter.

IAAO/REB Exchange Program MOU

Executive Director Amy Rasmussen, RES, AAS, FIAAO, provided an overview of the MOU, which facilitates a program of bringing a specialist to the U.S. for one year. She advised that the specialist will be hosted by three jurisdictions and IAAO. She advised that the MOU has been reviewed by IAAO legal, but it has not been reviewed by REB legal. The consensus of the Board was to take action at the next meeting, once the document has been fully reviewed by both parties.

Strategic Planning Task Force Sunset

President William Healey, RES, advised that the task force needs to be sunset as they completed their work in 2025, and the Strategic Plan was approved.

MOTION: I move to sunset the Strategic Planning Task Force.

Made by: Kevin Prine, RES, AAS, CAE

Seconded by: Lloyd Funk, CAE

Motion Carried.

Meeting adjourned at 3:15 p.m. to reconvene at 8:00 a.m. on April 25, 2026.

April 25, 2026 – Saturday

I. CALL TO ORDER

Welcome and Introductions

President Healey, RES called the meeting to order at 8:00 a.m. (PT).

BUSINESS MEETING AND ACTION ITEMS

Governance Committee Report

Governance Committee Chair Dorothy Jacks, AAS, FIAAO, provided an overview of the Single Membership Category. The recommended language from the Governance Committee consolidates the existing membership categories into one category and excludes those who do not support the tenets of mass appraisal. A discussion was held regarding the purpose of moving to a single membership. Discussion was had regarding the Associate Member and involvement on the Board. Chair Jacks provided an overview of the Industry Advisory Board, which could be used in lieu of an Associate Board Member. Discussion was had regarding a regular election v. a special election and how it affects dues renewal. If approved during a regular election, the implementation would occur in 2027. She provided an overview of the Nominating Committee bylaws recommendation, which would amend the Bylaws to address the composition and move the language to the Procedural Rules. She provided an overview of the changes made to the Affinity Groups Manual as it related to Affinity Group funding requests. She also provided the recommendation that the Governance Committee would be the editor of the Affinity Groups Manual.

MOTION: I move to approve the amended Affinity Group Manual as presented by Governance Committee.

Made by: Ginny Whipple, AAS

Seconded by: Allen Jolley, AAS

Motion Carried.

MOTION: I move to approve that the Governance Committee will be the editor of the Affinity Groups Manual.

Made by: Kevin Prine, RES, AAS, CAE

Seconded by: Timothy G. Hall Sr., AAS

Motion Carried.

Fred Chmura, AAS, FIAAO, provided an overview of the amendments to Procedural Rule 11, which removes language relating to Councils. The information removed already exists in the various Committees, Councils, and Task Force Manuals.

MOTION: I move to approve the changes to Procedural Rules 11 as proposed by the Governance Committee.

Made by: Lloyd Funk, CAE

Seconded by: Damian Lara

Motion Carried.

Chair Jacks, AAS, FIAAO, provided an overview of the Task Force Final Reporting Form and the minor edits made to the form.

MOTION: I move to approve the Task Force Reporting Form changes as proposed by the Governance Committee.

Made by: Allen Jolley, AAS

Seconded by: Lloyd Funk, CAE

Motion Carried.

MOTION: I move to approve the amendment to Procedural Rule 5.10 as recommended by the Governance Committee.

Made by: Kevin Prine, RES, AAS, CAE

Seconded by: Timothy G. Hall Sr., AAS

Motion Carried.

Chair Jacks, AAS, FIAAO, provided an overview of the minutes procedure, which included a process and timeline for creating and submitting minutes.

MOTION: I move to approve the Minutes Procedure as proposed by the Governance Committee.

Made by: Lloyd Funk, CAE

Seconded by: Ginny Whipple, AAS

Motion Carried.

Chair Jacks, AAS, FIAAO, provided an overview of the process of updating manuals, which includes a required October 1st annual review for all CCTs who have a manual in place.

MOTION: I move to approve the Committees, Councils, and Task Forces Manual updates and process timeline as proposed by the Governance Committee.

Made by: Allen Jolley, AAS

Seconded by: Billy Burle

Motion Carried.

Chair Jacks, AAS, FIAAO, provided an overview of the Committees, Councils, and Task Forces (CCTs) Guidelines concept, which builds out a document for incoming Committees and Task Forces. This guideline would outline responsibilities and processes for running successful Committees, Councils, and Task Forces. It was determined that staff would gather the materials.

She provided an overview of the Chapter and Affiliates oversight recommendation of a manual. She advised that information regarding Chapters used to exist in various documents, but through the Procedural Rules updates in 2017, information may have inadvertently been left out. Sr. Director Chevreux, MSE, said that staff works with the Chapters, but the Chapters do not always provide the requested information. Discussion was had regarding parameters around Chapters and clear documentation on the website. Discussion was held on the creation of a Task Force.

MOTION: I move to approve the formation of a Chapter and Affiliate Oversight Task Force to study the recommendations of the Governance Committee.

Made by: Allen Jolley, AAS

Seconded by: Immediate Past President Donna VanderVries, CAE, AAS, PPS, Esq.

Motion Carried.

Executive Director Rasmussen, RES, AAS, FIAAO. provided an overview of the President's companion travel allowance. The allowance was previously part of the Procedural Rules but is no longer formally documented. This update will incorporate the allowance into the Reimbursement Guidelines.

MOTION: I move to approve that the President's Companion Travel Allowance be placed into the Reimbursement Guidelines as presented by the Governance Committee.

Made by: Vice President Kara Endicott, CAE, AAS, RES

Seconded by: Damian Lara

Motion Carried.

Discussion on the Bylaws recommendations resumed. Discussion was had regarding the existing Associate Board Member position if the Bylaws were approved by the membership. Chair Jacks, AAS, FIAAO, advised that the current position would end upon approval, but there are avenues the Board can move forward with, which include appointing an associate role on the Board or creating the Industry Advisory Committee.

Discussion was held regarding the Nominating Committee recommendations. The current structure was discussed, and how the Nominating Committee was previously structured prior to the update, with the facilitator. The recommendation of the Governance Committee is to move the composition to the Procedural Rules, which would include a Past President as Chair, two past Board members, two regular members, with a geographic spread to create continuity on the Committee. Chair Jacks, AAS, FIAAO, advised that the composition can be determined during the July Board of Directors Meeting. The consensus of the Board was to vote on exposure to the membership in no less than 30 days.

Business Innovation, Research & Standards Report

Sr. Director of Business Innovation Ashley Lathrop, MBA, provided an overview of AI Ethics, which included five phases: Governance and Policy Infrastructure, Professional Guidance for Members, Education and Competency Integration, Public and Stakeholder Positioning, Risk Management and Oversight, Structural Normalization, as well as an overview of implementation and metrics. He provided updates on current projects, which included PCS contracts, marketing plans, Impact Circle, surveys, and sponsorships. Discussion was had regarding sponsorships and creating a policy to ensure that sponsors align with IAAO's mission.

Strategic Discussion on the Institute of Municipal Assessors (IMA) MOU

Executive Director Rasmussen, RES, AAS, FIAAO, provided an overview of the IMA MOU. She advised that it is an opportunity to collaborate with IMA on various initiatives, such as education and conferences. This will foster more IAAO involvement in Canada. The MOU does not legally bind us to them, but it gives IAAO the opportunity to collaborate with them.

MOTION: I move to approve the MOU with the Institute of Municipal Assessors as drafted.

Made by: Lloyd Funk, CAE

Seconded by: Allen Jolley, AAS

Motion Carried.

Strategic Discussion on 501(c)(3) v. 501(c)(6) Tax Exemption

Deputy Executive Director Stephanie Whitcher, CPA, MBA, provided an overview of the structural differences between a 501(c)(3) and a 501(c)(6). She advised that IAAO is currently a 501(c)(3), which is a charitable non-profit organization. A 501(c)(6) is considered a membership organization. She provided an overview of how some organizations hold both statuses by having an association and a foundation. She provided an overview of the advantages and tradeoffs of switching to a 501(c)(6). She advised that the point of the presentation is to start the discussion on whether additional research should be pursued to determine proper categorization. Discussion was had that there would be costs associated with additional research, as IAAO would need to engage with the attorney. Discussion was had regarding the tax implications and potential revenue distribution changes.

MOTION: I move to approve that staff investigate 501(c)(3) and 501(c)(6) statuses, with an approved spending amount of up to \$20,000.

Made by: Ginny Whipple, AAS

Seconded by: Billy Burle

Motion Carried.

MOTION: I move to amend the motion to include the investigation of 501(c)(4) status.

Made by: Damian Lara

Seconded by: Timothy G. Hall Sr., AAS

Motion Carried.

Finance & Accounting Report

President-Elect/Treasurer Terry Taylor CAE, RES, AAS, FIAAO provided an overview of the amended reimbursement guidelines, which included global re-entry, president companion travel, international travel, and travel parking guidelines. He provided an update on the investment policy, which the Finance Committee will be reviewing for some minor updates. Deputy Executive Director Witcher, CPA, MBA, provided information on IAAO's financial health and different ways to look at IAAO's financials. She provided an update on the audit, which goes from April 27th to May 8th, with a tentative draft at the end of June, which will be presented during the July Board of Directors Meeting. She provided an overview of year-to-date revenues (\$1.497M) and expenditures (\$1.995M). She provided an overview of existing assets (\$10,655,319) and liabilities (\$1,755,238). She provided an overview of PCS revenues (\$83,093) and expenses (\$111,140). Deputy Executive Director Witcher, CPA, MBA, provided a brief update on existing investments. She provided information on the 2027 budget timeline, which will run from April to December. She advised that the last audit had several recommendations relating to fraud risk assessments. She provided the recommendation that the board needs to assign the annual fraud risk assessment review to the Finance Committee. She provided information on unbudgeted fund requests. In order to move forward with the Sweeney project, the board will need to reallocate \$175,000. from the international expansion money and move it to the public relations campaign. She advised that the Large Jurisdiction Affinity Group is requesting funds for a breakfast during the Annual Conference. The request is for \$5,900, which \$5,000 has been sponsored by Esri-Canada.

MOTION: I move to assign the annual fraud risk assessment review to the Finance Committee.

Made by: Allen Jolley, AAS

Seconded by: Immediate Past President Donna VanderVries, CAE, AAS, PPS, Esq.

Motion Carried.

MOTION: I move to transfer the \$175,000 from the international expansion funds to the public relations campaign.

Made by: Kevin Prine, RES, AAS, CAE

Seconded by: Timothy G. Hall Sr., AAS

Motion Carried.

MOTION: I move to approve the Large Jurisdiction Affinity Group funding request for breakfast at the Annual Conference in an amount up to \$5900.

Made by: Lloyd Funk, CAE

Seconded by: Billy Burle

Director Russell, AAS, PPS, RES, left the meeting at 12:07 p.m.

Consent Agenda

MOTION: I move to approve the Consent Agenda.

Made by: Ginny Whipple, AAS

Seconded by: Timothy G. Hall Sr., AAS

Motion carried.

Director Warr, AAS, re-joined the meeting at 1:04 p.m. following the lunch break.

Executive Director Report

Executive Director Rasmussen, RES, AAS, FIAAO. provided an overview of the Strategic Plan priorities. She provided an overview of the Course 101 rewrite, which we are engaging with a project manager to complete by October. She will be having meetings with the Appraisal Institute to discuss how they produce and distribute their educational offerings. She provided information on the Leadership Summit, which will occur prior to Fall Leadership Days for individuals who are eligible to run for the Board. She provided an overview of events she has attended, which included ASAE Exceptional Boards, Washington DC Partner Meetings, GIS Val Tech, Appraisal Institute, and initial budget meetings. She provided an overview of major IAAO initiatives which included marketing and communications review through Crux, public relations with Sweeney, compensation study, event purpose statements, and continued work on the Global Navigators recommendations. She provided updates on the IAAO team which included the crestline leaders' development, skip level meeting, and the changes to the Marketing, Communications, and Technology Department.

President's Report

President Healey, RES, provided an overview of past and future events. He attended the AL Chapter Meeting, Spring Leadership Days, NLC Conference, and has upcoming events which include FL Chapter Meeting, TAF Meeting, and FIG Conference.

Board Meeting Evaluations & Standing Meeting Discussion

Board Evaluations were completed and submitted.

Director Lara left the meeting at 2:05 p.m.

Other Business

Additional discussion was held regarding the single membership bylaw amendment. The consensus of the Board was not to move forward with the presented language for exposure. Discussion was had that the Board will resume discussions during the July Board Meeting, where they will bring forward ideas and language for an amendment.

Board Forum

Kevin Prine, RES, AAS, CAE, shared that Derrick Green from VAAO passed away and asked that his colleagues and family be in your thoughts.

Meeting adjourned at 3:05 p.m. (PT).

President William Healey, RES

Amy Rasmussen, RES, AAS, FIAAO
Executive Director & Secretary