BOARD OF DIRECTORS MEETING MINUTES
July 24-25, 2026

Hilton Cleveland Downtown
100 Lakeside Ave. E.
Cleveland, OH 44114
Veterans CD

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; Kirk F. Boone, PPS, AAS, FIAAO; Timothy G. Hall Sr., AAS; Scott Russell, AAS, PPS, RES; Damian Lara-Virtual; and Executive Director Amy Rasmussen, CAE, RES, AAS, FIAAO.

Directors Absent:
None.

In-Person Attendees:
Deputy Executive Director Stephanie Whitcher, CPA, MBA; Exhibits and Meetings Manager Lauren Harlan, CMP; Executive Administrator Becky Behrens, MPA; Governance Committee Chair Dorothy Jacks, AAS, FIAAO; Sweeney Representative Rebecca Wrenn; Jason Frost; CAE and Kelly Tennant.

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; Senior Director of Marketing & Communications Derek Helms; Senior Director of Meetings & Events Anita Lara, Director of Library Services Elizabeth Ferguson, PhD; Fred Chmura, AAS, FIAAO; Mike McCann; Access & Advancement Council Chair Ivana Owana; Nominating Committee Chair Cassandra Griffin; Sweeney Representatives Jennifer Manocchio and Erin Robinson; Research and Standards Chair Melissa Baer, CAE; Russ Thimgan; Alan Dornfest, AAS; Michael Mills CAE, AAS, MAS, RES; Ron Rakow; Josh Myers; Forvis Mazars Representatives Shainna Ashbaugh; Madison Stickney; and Alissa Klein.

July 24, 2026 – Friday

I. CALL TO ORDER

Welcome, Roll Call, and Introductions
President William Healey, RES, called the meeting to order at 8:01 a.m. (ET). Executive Administrator Becky Behrens, MPA, called the roll, and a quorum was declared.

Approval of Agenda
President William Healey, RES, presented the agenda for approval.

MOTION: I move to approve the Board of Directors Meeting Agenda for July 24-25, 2026, as presented.
Made by: Ginny Whipple, AAS
Seconded by: Donna VanderVries, CAE, AAS, PPS, Esq.
Motion carried.

Local Dignitary Welcome
President Healey introduced Executive Administrator Kelly Tennant of the Ohio Department of Taxation. Ms. Tennant welcomed the Board to Ohio and shared information on the area.

I. BUSINESS MEETING AND ACTION ITEMS

Director Damian Lara joined the meeting at 8:51 a.m.

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.

Building Board Excellence
Executive Director Amy Rasmussen, CAE, RES, AAS, FIAAO advised that each meeting she'll be presenting on tenets related to good governance. The July topic discussed was the Duty of Loyalty.

Approval of Minutes
MOTION: I move to approve the minutes of April 24 & 25, 2026, Board of Directors Meeting.
Made by: Timothy G. Hall Sr., AAS
Seconded by: Lloyd Funk, CAE
Motion carried.

Ratification of KREB MOU Email Vote
MOTION: I move to approve the ratification of the KREB MOU email vote.
Made by: Billy Burle
Seconded by: Allen Jolley, AAS
Motion carried.

Strategic Discussion on NACo Room Agreement
Executive Director Rasmussen, CAE, RES, AAS, FIAAO provided an overview of the NACo Lease. She shared how we've used the space and the lease details. She advised that the lease cost is scheduled to increase in 2027. Discussion was held regarding including the DC office address on the website for visibility. The consensus of the Board was to have Executive Director Rasmussen, CAE, RES, AAS, FIAAO negotiate the lease rate.

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 held regarding the use of textbooks and the BOK. She provided an overview of how ASA, ASAE, and AI handle textbook review and updates, which included 5–10-year standard updates, which are executed by volunteers. She provided a recommendation on the most urgent titles to update, which included Assessment Administration, PAV, and Fundamentals of Mass Appraisal. She provided a sample timeline for textbook updates. Discussion was had regarding whether to update the textbooks or BOK. This discussion included costs, who would update the materials, and how other materials might be affected. The consensus of the Board was to update the BOK by strengthening its content. Staff will proceed with research relating to costs and creation of a reserve account.

Director Damian Lara left the meeting at 10:53 a.m.

Review April BOD 501c3 v. 501c6 Tax Exemption Discussion
Deputy Executive Director Stephanie Whitcher, CPA, MBA provided an overview of what was discussed during the April Board of Directors Meeting. She provided information on the major components of a 501(c)(3) and 501(c)(6). She introduced IAAO Attorney Mike McCann with Spencer Fane, who did additional research on the topic.

Strategic Discussion on 501c3 v. 501c6 Tax Exemption
Mike McCann provided an overview of the differences between 501(c)(3) and 501(c)(6) organizations. He explained that some programs and activities could be transferred to a 501(c)(6). He also outlined scenarios in which IAAO might consider forming a 501(c)(6), including potential business income tax advantages and increased flexibility for lobbying and political activity. He reviewed the financial and staffing commitments required to move forward with a 501(c)(6). The consensus of the Board was not to pursue any additional investigation into forming a 501(c)(6).

Strategic Discussion on DEI Language
Executive Director Rasmussen, CAE, provided a high-level overview of DEI initiatives at IAAO. She advised that due to varying political climates, the narrative of DEI has shifted in some organizations. She advised that IAAO still holds the same values regarding diversity, equity, and inclusion. At the request of the Council during the April Board of Directors Meeting, the DEI Council changed its name to the Access and Advancement Council. She advised that the Access and Advancement Council is seeking direction on whether the Board would like an overview of IAAO materials to see if any additional updates should be considered. Discussion was had regarding the Statement of Diversity. There was discussion on whether a consultant is needed to assist with the review of materials. The consensus of the Board was to have staff review the Statement of Diversity and confirm who developed it.

Vice President Kara Endicott, CAE, AAS, RES left the meeting at 11:58 a.m.

Access and Advancement Council Report
Access and Advancement Chair Ivana Owana provided an overview of the manual updates and Procedural Rule amendment, which incorporates the Council renaming and updates references to DEI.

MOTION: I move to approve the Access and Advancement Manual Amendment as written.
Made by: President-Elect/Treasurer Terry Taylor CAE, RES, AAS, FIAAO
Seconded by: Immediate Past President Donna VanderVries, CAE, AAS, PPS, Esq.
Motion carried.

MOTION: I move to approve the amendment to Procedural Rule 11.10.
Made by: Ginny Whipple, AAS
Seconded by: Timothy G. Hall Sr., AAS
Motion carried.

MOTION: I move to approve the amendment to Procedural Rule 11.11
Made by: Douglas Warr, AAS
Seconded by: Lloyd Funk, CAE
Motion carried.

Vice President Endicott, CAE, AAS, RES, and Director Lara returned at 1:00 p.m.

Nominating Committee Report
Nominating Committee Chair Cassandra Griffin provided the slate of candidates. Discussion was had regarding Tawanda Shivers' application, and whether she is a Regular Member or an Associate

Member. Ms. Griffin advised that the Committee reviewed her application and contacted Ms. Shivers to confirm her membership status, and they voted to move her application forward. The Board discussed whether she qualifies as a Regular Member. It was requested that Chair Griffin contact Ms. Shivers to have her email her primary functions before submitting the slate to the Executive Director.

Public Relations Campaign Update

Executive Director Rasmussen, CAE, RES, AAS, FIAAO introduced the Sweeney Team, which included Rebecca Wrenn, Jennifer Manocchio, and Erinn Robinson. Rebecca Wrenn provided an overview of the Why Proper Taxes Matter Toolkit. Erinn Robinson provided an overview of next steps, which included a public-facing site, media follow engagement, developing education content, and gathering feedback.

Africa Valuation Conference Discussion

Executive Director Rasmussen, CAE, RES, AAS, FIAAO advised that she's been in contact with the Academy of Construction and Real Estate. They would like to partner with IAAO on education and presentation opportunities. The consensus of the Board was to have the Executive Director move forward in drafting an MOU with the Academy of Construction and Real Estate.

Strategic Plan Update

Executive Director Rasmussen, CAE, RES, AAS, FIAAO provided an overview of the Strategic Plan and shared some recent updates.

Strategic Discussion on VEI

Research and Standards Chair Melissa Baer provided an overview of feedback from the Standard on Ratio Studies exposure period. She provided an overview of the primary measure, use of proxies, and nature of VEI, which generated the most feedback. Ms. Baer advised that the Committee wanted to make sure that the Board is informed of the direction the Committee is taking before the third exposure release. Discussion was had regarding the VEI Index and it being the only method that IAAO recognizes. The consensus of the Board was that the VEI Index is the preferred method recognized by IAAO, but the other measures can be used. There was discussion on the current structure of the Research and Standards Committee.

Meeting adjourned at 4:27 p.m. to reconvene at 8:00 a.m. on July 25, 2026.

July 25, 2026 – Saturday

I. CALL TO ORDER

Welcome and Introductions

President Healey, RES called the meeting to order at 8:03 a.m. (ET).

BUSINESS MEETING AND ACTION ITEMS

Strategic Discussion on Single Membership

President Healey, RES provided an overview of prior discussions regarding Single Membership Category. Director Burle provided an overview of his recommendation, which included keeping separate membership categories with adjustments to the language, and expanding the voting rights of the Associate Member. Discussion was had regarding having a check box to confirm proper member categories as well as doing a matrix that would need to be filled out for new and renewing applications. Discussion was had regarding enforcement. Discussion was had regarding the voting rights of the Associate Member. The consensus of the Board was to move forward with regular and associate membership. They directed the Governance Committee to research associate member voting rights specifically for bylaw amendments, as well as work on clarifying language for associate and regular members.

Business Innovation, Research & Standards Report
Sr. Director of Business Innovation Ashley Lathrop, MBA, provided an overview of the new statement on exhibitors, sponsors, and strategic partners, which will be included in the 2027 Prospectus. He provided an overview of the strategic partnership comparisons from 2023-2027. Sr. Director Lathrop, MBA, provided information regarding the HQ review of the AI Policy and requested the creation of an AI Task Force to ensure we have guidelines. He provided an update on Assessing the Situation success and upcoming episodes. He provided operational and current jurisdiction project updates related to PCS. He provided an overview of library resource use and the upcoming salary survey.

MOTION: I move to approve the creation of the Artificial Intelligence Task Force.
Made by: Damian Lara
Seconded by: Timothy G. Hall Sr., AAS
Motion Carried.

Meetings and Events Report
Sr. Director of Meetings & Events Anita Lara provided an overview of the shortlist for the 2031 Annual Conference recommendations, which included: Philadelphia, PA, Cleveland, OH, and Columbus, OH.

MOTION: I move to approve that we hold the 2031 Annual Conference in Cleveland, Ohio.
Made by: Vice President Kara Endicott, CAE, AAS, RES
Seconded by: Kevin Prine, RES, AAS, CAE
Motion Carried.

Director Lara provided information regarding the 2026 Annual Conference. She provided information on the remaining IAAO events for 2026 and upcoming events in 2027, which included Leadership Days, International Research Symposium, Board of Directors Meetings, GIS Val Tech, and Legal Seminar.

Finance and Accounting Report
Stephanie introduced Shainna Ashbaugh; Madison Stickney; and Alissa Klein with Forvis Mazars. Shainna Ashbaugh provided an overview of the scope of the audit. She advised that there were no unusual accounting policies or transactions. The firm advised that IAAO has an unqualified opinion and the financial statements are acceptable within accounting principles. Madison Stickney provided an overview of the adjustments identified in the audit as well as the deficiencies.

MOTION: I move to approve the 2025 Audit.
Made by: President-Elect/Treasurer Terry Taylor, CAE, RES, AAS, FIAAO
Seconded by: Immediate Past President Donna VanderVries, CAE, AAS, PPS, Esq.
Motion Carried.

Deputy Executive Director Whitcher, CPA, MBA provided an overview of the audit deficiencies and what staff is doing to fix and/or lessen future deficiencies. She provided an overview of the 2023-2025 deficiencies as a reference for comparison. She provided an overview of the statement of financial position as it relates to assets, liabilities, and net assets. She provided an overview of IAAO's financial position as of June 30, 2026. She provided an overview of items that are being watched, which included: conference registrations, membership renewal, education program enrollments and courses offered, cash reserves, and investment portfolios. She provided an overview of the financials for PCS. She provided an overview of the project plan for the educational campaign microsite, which includes a request for $10,240 to develop the testing site.

MOTION: I move to approve the Educational Campaign Microsite Project Plan for the taxpayer interaction website.
Made by: Ginny Whipple, AAS
Seconded by: Immediate Past President Donna VanderVries, CAE, AAS, PPS, Esq.
Motion Carried.

Deputy Executive Director Whitcher, CPA, MBA provided an overview of the amendments to the Finance Manual. She advised that the Finance Committee updated various procedures and processes, but primarily the Investment Policy was updated. President-Elect/Treasurer Taylor, CAE, RES, AAS, FIAAO provided an overview regarding the changes made to the Expense Reimbursement Policy. Discussion was held regarding the language used in the Expense Reimbursement Policy as it related to clarifying language regarding mileage under the Transportation in section nine, which should reflect IAAO travelers instead of IAAO staff.

MOTION: I move to approve the Finance Manual with the discussed amendment to the language for mileage indicating "IAAO travelers" instead of "IAAO staff".
Made by: Lloyd Funk, CAE
Seconded by: Allen Jolley, AAS
Motion Carried.

Membership & Community Engagement Report
Sr. Director of Membership & Community Engagement Shawn Chevreux, MSE, provided an overview of membership as of July 3rd, which is at 7,778 at an 88% renewal rate. He provided an update on international membership counts. He provided Nimble updates, which included free live webinar and volunteer program updates. Sr. Director Chevreux, MSE provided an overview of the engagement efforts as it related to awards, scholarships, Reps, and the mentorship program. He provided an overview of the membership strategic plan updates, which include value proposition, chatbots, and identifying areas that lack chapters. He provided an overview of new initiatives, which included exploring month awards, award winner content, agency billing promotion, member video capture, and a collaborative effort with the library regarding engaging potential international members.

Marketing and Communications Report
Sr. Director of Marketing & Communications Derek Helms provided an overview of the IAAO publications, which include F & E and Journal of Property Tax Assessment and Administration. He provided updates on industry outreach, which includes TAF, IRRV, and IPTI. He provided information regarding marketing as it related to the creation and implementation of a video production policy and a webinar calendar announcement. Sr. Director Helms advised there will be some marketing for the 2026 Annual Conference, IRS, and Legal Seminar. He provided an update on the usage of IAAO Chapter logos. He provided an overview of the department's long-term plans, which included refreshing F & E, social media policies, PCS newsletter, Assessing the Situation updates,

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. Sr. Director Eades provided an overview of student registrations as well as information related to online and instructor-led courses. She provided an update on staffing as well as current and upcoming projects.

Technology Department Report
Deputy Executive Director Whitcher, CPA, MBA provided an update on current technology projects and initiatives, which included Freshdesk licenses, Chatbot, Event Management Software, Nimble AMS, and transitioning to SharePoint.

SEE Chapter Progress Agreement Update
President-Elect/Treasurer Taylor, CAE, RES, AAS, FIAAO provided an overview of the SEE Chapter Report, which was provided by the SEE Chapter. He advised that the SEE Chapter now has 22 members.

Governance Committee Report
Governance Committee Chair Dorothy Jacks, AAS, FIAAO provided an overview of the Nominating Committee amendment to the Bylaws, which was discussed during the April Board of Directors Meeting. The change would move the structure requirements of the Nominating Committee from the Bylaws to the Procedural Rules.

MOTION: I move to approve the recommendation of the Governance Committee to amend Section 7.3A of the Bylaws related to the Nominating Committee.
Made by: President-Elect/Treasurer Terry Taylor CAE, RES, AAS, FIAAO
Seconded by: Timothy G. Hall Sr., AAS
Motion Carried.

Governance Committee Chair Jacks, AAS, FIAAO provided an overview of examples of how the Nominating Committee could be structured. The Governance Committee will review the recommendation of the Leadership Development Task Force and begin working on recommended language. Discussion was held regarding the slate of candidates and best practices as it relates to Board approval. The consensus of the Board was to leave the slate selection process as it currently is, and there was no action for the Governance Committee regarding the matter. There was discussion regarding Committee, Council, and Task Force Manuals and the consistency of the manuals and charges.

Procedural Rule Amendment 3.20
President-Elect/Treasurer Taylor, CAE, RES, AAS, FIAAO provided an overview of the recommended amendment to Procedural Rule 3.20, which would waive costs for the President and offer a discount to Board members for Annual Conference registration. Discussion was had regarding the optics and past Board discussions. There was no motion to move this action forward.

Consent Agenda
MOTION: I move to approve the Consent Agenda.
Made by: President-Elect/Treasurer Terry Taylor CAE, RES, AAS, FIAAO
Seconded by: Ginny Whipple, AAS
Motion carried.

Executive Director Report
Executive Director Rasmussen, CAE, RES, AAS, FIAAO provided an update on professional engagements in the second quarter, which included the TAF, TEGOVA, FIG, and NACo. She advised that IRRV and NCREA would like to collaborate on efforts regarding increased visibility to mass appraisal for TEGOVA. Executive Director Rasmussen, CAE, RES, AAS, FIAAO provided updates at headquarters which included: completion of the compensation study & pay philosophy, the potential data center next door, staff 101 Course Training, and staff updates.

President's Report
President Healey, RES provided an update on professional conferences he attended, which included TAF, TEGOVA, FIG, and ESRI. He will be attending the Sixteenth Session of UN-GGIM in August. He also provided information regarding email communications with Henry Abbott regarding reengagement with IAAO.

Board Meeting Evaluations & Standing Meeting Discussion

Board Evaluations were completed and submitted.

Executive Director Evaluation Process
President-Elect/Treasurer Taylor, CAE, RES, AAS, FIAAO provided an overview of the Executive Director Annual Evaluation timeline. He advised that an online form will be implemented this year as part of the process.

Other Business
President Healey, RES, provided an overview of the Board schedule during Annual Conference. He encouraged Board members to sign up for the strategic partner 1:1s. He provided an overview of IRS and Board attendance as well as what IAAO covers. President-Elect/Treasurer Taylor, CAE, RES, AAS, FIAAO shared the 2027 Board of Directors meeting location and dates, which included January 22-23, 2027-New Orleans, LA; April 23-24, 2027-Philidelphia, PA; July 23-24, 2027-Long Beach, CA; and November 2027 details are still being worked on. The Board will meet for a Special Called Meeting on September 22, 2026, at 2:00 p.m. CT.

Board Forum
None**.**

Meeting adjourned at 3:04 p.m. (ET).

President William Healey, RES	Amy Rasmussen, RES, AAS, FIAAO Executive Director & Secretary