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## MEETING MINUTES

Thursday, July 7, 2011 – Marriot Marquis and Marina, San Diego, CA 2:00pm PDT

### Attendees:

John S. Alexander, Chair, Ch 10, Region 5 Rep  
Julie McDonald, Vice Chair, Ch 31, Region 6 Rep  
Mike Hart, Region, Ch 11, Region 1 Rep  
Todd Rakstad, Ch 28, Region 1, Member at Large  
Walter M. Scharfenberg, Ch 15, Region 4, Member at Large  
Wendy Lathrop, Ch 9, Region 4, Member at Large  
William Coleman, President, NSPS

- I. Call to Order – Introduction of Committee Members and Guests  
**The meeting was called to order by John Alexander at about 2:00pm PDT**
- II. Additions to agenda? **Set-up and break down of IRWA booth at ACSM Conference.**
- III. Approval of June 12, 2011 meeting minutes. **Motion was made by John Alexander and seconded by Julie McDonald to approve the meeting minutes, with a few corrections. The minutes were unanimously approved.**
- IV. Chair's Report – John Alexander **No Report**
- V. Old Business
  - Review of Mapping Competition rules, magazine advertisement, deadlines and dates. (see attachment). **Updates to the mapping rules and guidelines were discussed.**
  - Report on review of 900 series courses. **During the Atlanta, GA meeting, a subcommittee was formed consisting of Gary Kent, Kyle Ray, Al Morganfield, and Ron Williams. All will be in Headquarters, with Valerie and Nathan, next Tuesday to finish review of the courses. The Committee, Chair and Vice Chair will have to sign off on the courses before they go to print as well as revisions in the future.**
  - Review Atlanta session review forms and suggestions for future topics (see attachments) **See New Business**
  - Standards for Right of Way Surveys **Mike Hart discussed setting the Standards of Right of Way. Discussions to be continued.**
- VI. New Business
  - Consider Surveying & Engineering Topics for 2012 in Seattle, WA [planning 2 years ahead – as a standard minimum] and 2013 Charleston, WV.
    - Potential Future Conference Topics List**
    - Writing Legal Description (presentation by Wendy)
    - Surveying the 49th Parallel - Thickening the border, thinning the boundary: The International Boundary Commission along the Canada-United States boundary. (by Brian Ballantyne)
    - Reading Engineering Plans

- Mount Rainier Elevation Change, opportunity to expand on more accurate measurements and changing vertical balance and/or Mount St. Helens eruption and the subsequent elevation change of surrounding landmarks
- Mobile Scanning
- Surveying 101 (hold this every year with Gary Kent as presenter)
- Reading and Interpreting Right of Way Maps
- Handheld GPS to GIS
- Wind Farm Development Process (Jeff Evans to look into presenting this)
- LiDAR scanning for Court cases.
- How history of surveying affects ROW projects
- Oil & gas exploration
- Accuracy of ROW limit markouts
- NASCAR high-tech racecourse scanning
- Water issues
- Northwest passage

**In review: Surveying 101, Surveying the 49<sup>th</sup> Parallel, potential presentation by Milton, Writing Legal Descriptions by Wendy, Mount Rainier/Mount St. Helens, Mobile Scanning and Wind Farm Development Process will be submitted for Conference Topics.**

- Review committee recommendation that the Chair and Vice-Chair staff an IRWA Exhibit Booth at the ACSM conference in 2012. **Group discussed having a meeting, working around the Milton Denny Project, "Re-establishing the Ellicott Line."**

VII. Upcoming meetings

- Group discussed meeting in Seattle at Annual Conference and also in Mississippi, see above.
- Future teleconference meeting date and time to be determined.

VIII. Adjournment. **The meeting adjourned approximately at 4:30pm PDT.**