

JAMES A. GRAASKAMP COLLECTION OF TEACHING MATERIALS

VIII. PARTICIPATION IN INDUSTRY ORGANIZATIONS

G. Graaskamp As Industry Advisor/Director

2. International Association of Assessing Officers: Education Fund Advisory Committee, 1969 - 1970. Also designated to serve on the Electronic Data Processing Committee (EDP), 1980

INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS

1313 EAST SIXTIETH STREET • CHICAGO, ILLINOIS 60637



*Certified
Assessment Evaluator
IAAO's Professional
Designation*

December 16, 1968

Dr. James A. Graaskamp
Assistant Professor in Business
University of Wisconsin
Madison, Wisconsin

Dear Doctor Graaskamp:

The International Association of Assessing Officers has been conducting an expanded education program for assessors.

This program was initiated in the belief that training and education are the prime responsibilities of the IAAO and that only through a comprehensive educational program can the quality of assessment administration be improved. An Education Fund was established for the purpose of soliciting funds and supporting this education program.

The Executive Board of IAAO was authorized to appoint an Education Fund Advisory Committee composed of educators, assessors and taxpayers to consult with and advise on the education program. I would like to appoint you as a member of this Advisory Committee and hope that you will accept this appointment, as we need your assistance.

Mr. Robert Purnell, Chairman, Michigan State Tax Commission, is Chairman of this Advisory Committee. I know Mr. Purnell will be in touch with you concerning the planned activities of this committee.

I look forward to any ideas and suggestions you might have at any time, and to hearing from you of your acceptance of this appointment.

Very truly yours,

Leo A. Haas, CAE
IAAO President

Leo A. Haas, CAE
IAAO President
International Association of Assessing Officers
1313 East 16th Street
Chicago, Illinois 60637

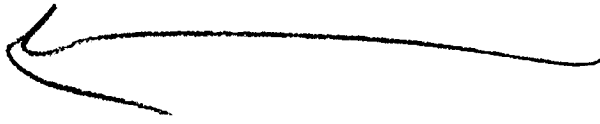
Dear Mr. Haas:

I would consider it a privilege to work with your ~~outstanding~~ Education Fund Advisory Committee. I will find it most educational to work with such a qualified group of people and will look forward to further instructions from Mr. Robert Purnell.

jot
When time permits I will ~~drop~~ jot down some thoughts on education for assessment personnel and forward them to you. Bill Shenkel and I will have an opportunity to visit in Chicago the end of this month so we can explore these areas of mutual interest a little further.

Thank you for the opportunity to be of service.

Yours truly,



James A. Graaskamp

James A. Graaskamp

INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS



1313 EAST 60TH STREET • CHICAGO, ILLINOIS 60637

CAE • CERTIFIED ASSESSMENT EVALUATOR
IAAO'S PROFESSIONAL DESIGNATION

April 3, 1969

TO: MEMBERS, IAAO Education Fund Advisory Committee

FROM: Robert Purnell, Chairman, IAAO Education
Fund Advisory Committee

RE: Advisory Committee Meeting
April 25, 1969
Chicago, Illinois - Pick-Congress Hotel

If I could, I would admit that I am too busy to attend this meeting. Obviously, I can't refuse to attend, and I hope you, too, will find the time to contribute a day to the improvement of assessment administration.

This special committee is charged with the responsibility of advising the IAAO Executive Board regarding programs, projects and just plain things that should be done by and through the Education Fund. I would like to see us do a bit of brain-storming and make a report to the IAAO Executive Board.

With the cooperation of the IAAO staff, let's plan to start at 9:30 a.m. on Friday, April 25 and work through to 2 p.m. (we can have lunch served as we work) and promptly adjourn so you can return home Friday.

I'll look forward to your attendance at this meeting. We can use your ideas. (I'm sorry to have to state that committee member expenses must be borne by that member, as the IAAO budget does not permit reimbursement for your expenses.)

Please write Thelma Schaefer, IAAO Office, regarding your attendance. Thelma can also help you make your Pick-Congress Hotel reservation.

RETURN TO IAAO OFFICE:

Please make reservations for my attendance at the Education Fund Advisory Committee Meeting - April 25, at the Pick-Congress Hotel, Chicago.

Arrival Date _____ Departure Date _____
Single Room _____ Double Room _____

_____ I will not require a room reservation.

SIGNED: _____ FIRM OR JURIS. _____

IAAO EDUCATION FUND ADVISORY COMMITTEE - 1969

*Robert L. Purnell, CAE, CHAIRMAN, 1969

State Tax Commission, Treasury Building, 2nd Floor, Lansing, Michigan 48922

ASSESSMENT ADMINISTRATION MEMBERS

Kenneth Back, CAE

Finance Officer - Assessor, D.C., Room 2132 Municipal Center, Washington, D.C. 20001

*Donald R. Beach, CAE

DuPage County Deputy Supervisor of Assessments

616 West Park, Wheaton, Illinois 60187

*Robert H. Craig

Director of Assessments, N.B. Dept. of Municipal Affairs

Centennial Building, Fredericton, New Brunswick, Canada

*Tewy J. McPherson, Director

Assessment Standards Division Office, Office of the Comptroller

State Capitol Building, Tallahassee, Florida

Oren D. Pomeroy, Jr.

Supervisor of Assessments, Court House, Princeton, Illinois 61356

Carl S. Smith, CAE

Tax Assessor-Collector, Harris County Court House, Houston, Texas 77002

Hollis A. Swett, Director

State Board of Equalization & Assessments, 155 Washington Avenue, Albany, N.Y. 12210

INDUSTRY MEMBERS

H. John Brundage

Lybrand, Ross Brothers & Montgomery, 2 Broadway, N.Y., N.Y. 10004

Robert A. Eckhardt, CAE

Property Tax Consultant, 1610 Ravenswood Drive, Lansing, Michigan 48917

R. I. Grigsby, Manager

Property Taxes, Texaco, Inc., P. O. Box 52332, Houston, Texas 77052

*Warren Hunnicutt, MAI

Hunnicutt & Associates, Inc., P. O. Box 353, 433 Fourth Street, North, St. Petersburg, F

*John A. Reynaud, Manager, Property & Miscellaneous Taxes

General Foods Corporation, 250 North Street, White Plains, New York 10605

A. C. Thompson

Allied Appraisal Company, 222½ Erie Street, Toledo, Ohio 43624

*Sherwood Vermilya, President

United Appraisal Company, 53 Connecticut Street, East Hartford, Connecticut 06108

EDUCATOR MEMBERS

Lynn Anderson

Assistant Director, Institute of Public Affairs, The University of Texas
Austin, Texas 78712

*James A. Graaskamp

Assistant Professor in Business, University of Wisconsin, Madison, Wisconsin

Arthur D. Lynn, Jr.

Office of the Vice President for Academic Affairs and Dean of Faculties
The Ohio State University, Columbus, Ohio 43210

*Oliver Oldman, Professor

Harvard Law School, Cambridge, Massachusetts

*William M. Shenkel, Professor

Department of Real Estate & Insurance, University of Georgia, Athens, Georgia

A. M. Woodruff, Chancellor

University of Hartford, 200 Bloomfield Avenue, West Hartford, Connecticut 06117

*Indicates two-year appointments. All others one year.

International Association of Assessing Officers



Certificate of Membership

The International Association of Assessing Officers has admitted

JAMES A. GRAASKAMP

to

Regular Membership

who is granted the privileges and assumes the responsibilities that attend such membership according to the constitution and by-laws of the Association.

Signed in behalf of the Association

1968

Year enrolled

Paul W. Gracy

Executive Director

International Association of Assessing Officers



THIS IS TO CERTIFY THAT:

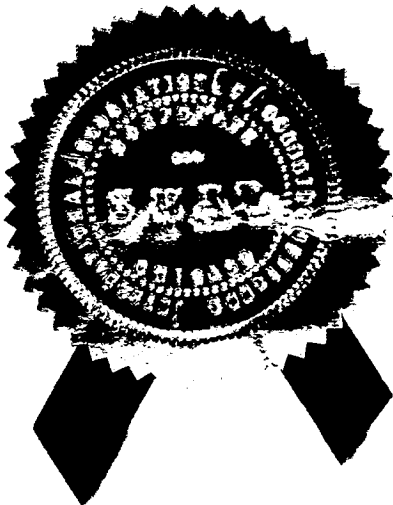
JAMES A. GRAASKAMP
IS APPOINTED TO SERVE AS A MEMBER OF THE
EDUCATION FUND ADVISORY COMMITTEE

FOR THE TERM ENDING

OCTOBER 31, 1970



LEO A. HAAS, CAE
IAAO PRESIDENT



INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS

1313 EAST SIXTIETH STREET • CHICAGO, ILLINOIS 60637



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IAAO Education Fund Advisory Committee Meeting April 25, 1969 Pick-Congress Hotel, Chicago, Illinois

Persons Attending:

Robert Purnell, Chairman
Hollis Swett
Al Thompson
Oren Pomeroy
Don Beach
Bob Eckhardt

Oliver Oldman
William Shenkel
Arthur Lynn
Paul Corusy
Wayne Kietzer
Leo Droste

The Committee devoted the morning session to a general discussion on the objectives of IAAO. The afternoon session concentrated on preparing short and long range recommendations to the Executive Board.

Short Range Objectives

I. Audio Visual

All types of audio visual materials should be developed for the training program. This includes video tapes, film strips, records and other techniques which are effective training aids.

II. Foundation Proposals

IAAO must prepare comprehensive proposals to secure grants from Foundations. One proposal based on the need for audio visual materials. A second proposal based on the necessity of conducting an instructor's clinic. A third proposal based on the need for an in-house computer system.

Long Range Objectives

I. Assessor Information and Reference Service.

IAAO must be the clearing house for all information on the property tax system. The information can be classified into three general areas: legal, statistics and literature. A data processing system must be provided for mass storage of a variety of information and a rapid method of retrieval. To pay for this expense, the Committee recommends that a service charge be developed and implemented. There is offered for consideration that service charges be adopted to (a) members, (2) libraries, (3) subscriptions, and (4) non-members.

Initially, this program will require an expenditure of money -- for staff, equipment and space. Several foundations are interested only in capital improvements, and thus the IAAO should explore the potential of constructing a building. Funds for the operation of this service will be sought from foundations.

II. Data Processing Programs

The activities of the Special Advisory EDP Committee will be closely coordinated with the activities of this committee. Both committees are concerned with the uses of EDP in assessment. Special training programs will need to be established.

III. Public Education

Public needs to be educated as much as the assessor. More study needs to be done regarding the lack of understanding by the public on the property tax system. Films, video tape and other audio visual material must be developed and distributed to IAAO members to assist them in their public relations programs.

IV. Valuation training

Emphasis must continue in development of new courses and improving the quality of present courses. An instructors clinic is necessary to assure the quality of instruction in all IAAO schools. Every effort should be made to secure a foundation grant for this purpose.

Programmed course on income approach is available. Prior to the Denver Conference, the IAAO Staff shall present to the committee a program designating the market or cost approach as the next programmed course, including an estimated cost and tentative date for completion.



WILLIAM G. MILLIKEN, Governor

ALLISON GREEN, State Treasurer

STATE OF MICHIGAN

DEPARTMENT OF TREASURY

STATE TAX COMMISSION

SECOND FLOOR, TREASURY BUILDING, LANSING, MICHIGAN 48922

COMMISSION MEMBERS

ROBERT L. PURNELL, Chairman
WARD G. DEXEL
R. GERALD BARR

August 25, 1969

Mr. James A. Graaskamp
Assistant Professor in Business
University of Wisconsin
Madison, Wisconsin

Dear Mr. Graaskamp:

There will be a meeting of the Education Fund Advisory Committee on Sunday, September 7, 1969 at 4:00 P.M. in the Spruce Room of the Denver Hilton. If you plan to attend the IAAO Conference please put this meeting on your agenda.

Enclosed is a copy of the results of the last meeting of the Education Fund for your review. If you have any suggestions, please have them ready for the meeting.

Very truly yours,

Robert L. Purnell
Chairman

RLP:cm
Enclosure



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EDUCATIONAL FUND ADVISORY COMMITTEE

Minutes of Meeting at Pick Congress Hotel

November 19, 1969

Robert Purnell
Lynn F. Anderson
Bill Shenkel
* James Graaskamp
Oren Pomeroy, Jr.
Al Thompson
John Reynaud
Bob Eckhardt
Arthur Lynn
John Brundage
Carl Ulffers, Jr.

Chairman - Michigan State Tax Commission
University of Texas at Austin
University of Georgia
University of Wisconsin, Madison
Bur. Co. Supv. of Assessments- Princeton, IL
The Flintkote Company
General Foods Corp. White Plains, New York
Tax Consultant

Reports of Committees should be sent to Chairman of all other committees.

Executive Board should have Vice President as active coordinator of all committees for improved action and reduction of overlapping functions.

All Committees should have staggered terms for continuity of committees.

Executive Secretary should keep a master file on all committee meetings and chairman of the committee should report minutes of each meeting to Executive Secretary.

Recommend that the Executive Board allocate a maximum of \$1,000.00 to the EDP Committee for the purpose of presenting a demonstration of computer valuation techniques with a terminal unit to the Executive Board and all committee chairmen at the next Executive Board meeting.

IAAO EDUCATION FUND ADVISORY COMMITTEE - 1970

CHAIRMAN, 1970 - Carl S. Smith, CAE, Tax Assessor-Collector, Harris County
Court House, Houston, Texas 77002

TERM EXPIRES OCTOBER 31, 1970

Donald R. Beach, CAE, DuPage County Deputy Supervisor of Assessments,
616 West Park, Wheaton, Illinois 60187

* James A. Graaskamp, Assistant Professor in Business
University of Wisconsin, Madison, Wisconsin

Warren Hunnicutt, MAI, Hunnicutt & Associates, Inc.
P. O. Box 353, 433 Fourth Street, North, St. Petersburg, Florida

Tewy J. McPherson, Marion County Assistant Assessor
P. O. Box 486, Ocala, Florida 32670

Oliver Oldman, Professor, Harvard Law School, Cambridge, Massachusetts

Robert L. Purnell, CAE, State Tax Commission
Treasury Building, 2nd Floor, Lansing, Michigan 48922

John A. Reynaud, Manager, Property & Miscellaneous Taxes
General Foods Corporation, 250 North Street, White Plains, New York 10605

William M. Shenkel, Professor, Department of Real Estate & Insurance,
University of Georgia, Athens, Georgia

Sherwood Vermilya, President, United Appraisal Company
53 Connecticut Street, East Hartford, Connecticut 06108

John L. Westberry, Director, Property Tax Division, State Department of Revenue
343 Carlton Building, Tallahassee, Florida 32304

TERM EXPIRES OCTOBER 31, 1971

Lynn Anderson, Assistant Director, Institute of Public Affairs, The University
of Texas, Austin, Texas 78712

Kenneth Back, CAE, Director, D.C. Department of Finance and Revenue
Room 2132 - Municipal Center, Washington, D.C. 20001

H. John Brundage, Lybrand, Ross Brothers & Montgomery
2 Broadway, N.Y., N.Y. 10004

William Cleminshaw, The J. M. Cleminshaw Co.,
1601 Brookpark Road, Cleveland, Ohio 44109

R. I. Grigsby, Manager, Property Taxes, Texaco, Inc.
P. O. Box 52332, Houston, Texas 77052

James A. Howze, CAE, President, Howze and Associates, Inc.
P. O. Box 18621, Tampa, Florida 33609

William N. Kinnard, Jr., Associate Dean of the School of Business Administration,
The University of Connecticut, Storrs, Connecticut 06268

Arthur D. Lynn, Jr., Office of the Vice President for Academic Affairs
and Dean of Faculties, The Ohio State University, Columbus, Ohio 43210

Carl A. Ulffers, Jr., Assistant Vice President, American Telephone & Telegraph Co.
195 Broadway, New York, New York 10007

A. M. Woodruff, Chancellor
University of Hartford, 200 Bloomfield Avenue, West Hartford, Connecticut 06117

EDP SECTION

The EDP Section of the International Association of Assessing Officers was established in 1980 in recognition of the benefits of effective use of electronic data processing (EDP) in assessment administration and in order to serve the specialized interests of persons involved in the design, development, implementation, and operation of computer-assisted appraisal and assessment systems.

Objectives

The objectives of the EDP section are to foster the efficient and effective use of computers in assessment administration, to encourage coordination among governmental information systems containing property and tax data, to serve as a forum for the exchange of ideas and information on computer-assisted appraisal and assessment systems, to assist in the development of programs and projects designed to educate assessment and appraisal personnel and the public, and to further the general objectives of IAAO.

Services and Activities

The following are services and activities of the EDP membership section:

- Newsletter EDP Section members receive a bi-monthly newsletter featuring brief articles on the activities of section members, brief descriptions of new computer-assisted appraisal and assessment systems, descriptions of innovative computer applications and computing machinery, abstracts of technical papers, bibliographies, and other pertinent materials. Section members are encouraged to submit news and articles for publication in the newsletter.

- Information Mailings EDP Section members periodically receive informational memoranda and reports pertaining to computer-assisted appraisal and assessment systems.
- Inquiry-Answering Service EDP Section members may call upon an inquiry-answering service for assistance with their particular problems. Depending on the nature of the inquiry, a member might receive a direct response by letter or telephone, a copy of a pertinent article or report, a bibliography, or a list of persons to contact for additional information and assistance. Special efforts are made to draw upon the collective knowledge and experience of Section members.
- Education Programs EDP Section members may attend special seminars and workshops on computer-assisted appraisal and assessment systems and related subjects. There are also special concurrent workshops for EDP Section members at IAAO annual conferences.
- Special Projects EDP Section members may participate in and benefit by special projects. Two on-going projects are under consideration: (1) a comprehensive and authoritative directory of computer-assisted appraisal and assessment systems and (2) an IAAO program library.
- Membership Directory EDP Section members receive an annual membership directory to facilitate exchanges of information and experiences.

Resources

The collective knowledge of EDP Section members is a unique resource of the Section. Contributions to the services and activities of the EDP Section are made by a special advisory group composed of Section members with a wide range of expertise and also by the IAAO staff. A notable resource available to EDP Section members is the IAAO library, which has a large collection of materials on computer-assisted appraisal and assessment systems.

Who Can Benefit?

Persons from small and large assessment agencies, governmental data processing departments, academic institutions, and the business community with an interest in such areas as the design and development of computer-assisted appraisal and assessment systems, the management and operation of such systems, the application of statistical methods to assessment administration, and the development or acquisition of computing machinery and services can benefit from EDP Section membership.

Membership

Membership in the EDP Section is available exclusively to members of IAAO. Persons interested in furthering the objectives of the EDP Section, in sharing their knowledge and experience with others, and in availing themselves of services and participating in activities designed to meet the Section's objectives may join the Section. IAAO members in good standing may join the EDP Section by completing the application and mailing it to IAAO.