

COUNTY RECORDER EXECUTIVE BOARD MEETING MINUTES
BISMARCK, ND
JULY 23, 2007

Present: President Ruth Stevens, Vice President Sheila Dalen, Secretary Donnell Walstead, Treasurer Diane Link

President Stevens asked about the ILG surveys and said they should all be sent to Ann Johnsrud at McKenzie County. Ann will compile the information and report to Ruth.

We went over the surveys about the convention. Some of the suggestions were: More fruit-lower calorie snacks
The round table discussions were a great success
Questioned whether we needed nationwide to speak at convention
More non alcoholic beverages at the hospitality room
Just a few of the suggestions in the survey

Nell handed out an income and expense sheet just for the convention.

Income: 6,260.25

Expense: 6,682.79

Cost 422.54

Sheila handed out duty and committee lists. We went over all duties of officers and made updates where needed. Ruth will make the appropriate changes to the lists and e-mail them to Nell to add to the flash drive for the Association. We then moved on to the convention guidelines and made the appropriate changes where necessary. These documents could be added to the NDRIN web-site for all access. Nell will have Charles help add this information.

Recycle service bars: It was decided that the awards committee will collect old years of service bars. Sheila will ask chairman Carrie Krause to e-mail and collect all old bars to be reused for the future awards. The bars attach to the plaques given to the recorders after the first year in office.

Excellence in county government award: The executive board nominated Vicki Kubat, Cavalier County recorder for the excellence in county government award. Ruth Stevens will send in the nomination information, and all forms to the Association of Counties by the deadline date. Vicki will make a great representative for the award for our association.

Procedures for scanning UCC documents: Sheila will ask for more information about the requirements for scanning and saving the UCC's in order to transfer to the Secretary of States office. She will have Tracy Filbrandt send this information to all recorders. More information is needed about the training for the recorders when this system is implemented. Will the SOS office be responsible, like they were in the past? Will the executive board be trained and then forward the information to the Recorders group? Will the Recorders hold informational meetings for the users in there area like in the past?

Burial permit procedures: Implementation by January 1st, 2008 As of now we know that it will be the responsibility of the funeral director to submit and pay for the filing of the permit. Much discussion about the tracting and filing of these documents. Should they be by Alphabet, or numerically arranged. Entered in the tract index books? Who can access these records? Confidential information will have to be redacted on the copies.

Ballot transfers: Al Jaeger will be sending something to the recorders by the 1st of January, 2008. ruth will e-mail Mr. Jaeger to find out if they can send us more information and have election training for the recorders that have not already acted as election judges.

Condemnation of property by the ND DOT: At our convention in June a representative of the ND DOT asked that we help solve a problem for them. It was brought to our attention that some counties would not transfer the property in a condemnation when the taxes were not paid, and a survey or plat was not recorded. In some cases the survey or

plat took a lot of time to finish and the taxes were not paid and the condemnation was not recorded at all. Some counties always presented the condemnation for transfer and some do not take to the Auditors office for transfer. Can the County Auditor transfer the property without the regard for taxes? It was decided that it is not our decision to make for the Auditors office, It should be decided what guidelines are appropriate for the Recorders office and let the counties make their own decisions whether to follow them or not. Diane Link will ask her States Attorney for an AG's opinion. She will contact Ruth with the results.

It was noted that at next years convention the roll call should be taken from the z's to the A's so the counties at the end of the alphabet should have first choice at the roll call exchange.

Mortgage and Deed reports: It was decided that there should be a guideline made for the counties to follow but because of the wide range of programs and requests for the different media that the counties should follow there own guidelines.

Tail Gate Party at the NDACO convention:
Submit ideas for costumes and themes for the evening.

Respectively submitted by Donnell Walstead, Secretary for the North Dakota Recorders Association this Sept. 4, 2007