

NDRIN Board Meeting
October 18, 2007

Call to Order:

Chairman Vicki Kubat called the meeting to order with board members present as follows: Ann Johnsrud, Sheila K. Dalen, Pam Kuk and Denise Pieterick.

NDRIN Members present: Carrie K. Krause, Lynelle Lyman Hoppe, Debbie Kroshus, Jewel Spies, Lisa Jacobsen, Ruth Quam, Karen Samek

Chairman Kubat turned the meeting over to Mike Steiner.

Agenda Presentation:

Mike Steiner, NDRIN manager presented the agenda for the meeting. Mr. Steiner gave a brief overview of the Status Report reporting there are 44 members imaging and 39 counties publishing. Vicki will contact non member counties once again and check their status. Subscriber update shows 240 users. Mike States ½ of our budget is now provided by subscribers. We are doing far better than expected when the 1st subscribers came on in Aug. 2001. Ten signed up just in the month of October.

Budget review shows we are right on target.

Detailed quarterly report for 3rd quarter 2007 was reported. All looks to be in order.

NDRIN Projects Update:

TrackIt Software; Charles is working on this. Software will track calls and emails and should be in use by 1st of December.

iDatix Imaging Software; has been purchased. Software will allow all NDRIN business to be scanned. Should be up and running by the end of the year.

Database upgrade expected to be done soon. The Bismarck site will be up and running while the upgrade is done.

NDRIN Misc. Issues:

Meeting locations were discussed as it had been suggested to hold some in Carrington. Group decided to keep meeting sites as are for a more central location. Meetings in Bismarck will be held at NDACo Building when possible.

Microfilm retakes; there were 6 counties with issues with the last batch. Vicki will send reminder to get notice to Charles by end of October if you had any issues or need retakes. Keep in mind retakes are done after the next normal run is done, you will receive them. Charles mentioned he will send an email indicating film has been mailed to each county so you will know when film is to be arriving in your county. They are now being sent

through the mail not UPS. Charles also mentioned microfilm status is on the website for each county to see where they are at with filming.

New Pens and brochures are available at High Plains. Charles will send some out to each county with their next batch of film.

Also we had some missing film this time around so even if you are not proofing all of your images it may be to your best interest to take a look and see that you have your own film before sending it off for storage.

Also discussed methalane blue testing on the film, Elair states this is being done but we are not receiving reports on this. Ann will contact Elair on this matter.

Refund Checks will be sent out last week in Jan. to 1st week in Feb. 2008. **Motion by Ann for \$125,000.00, 2nd by Pam.** A minimum of \$400.00 will be sent to counties. Amounts are based on document counts. Mike will take care of getting the 2006 document counts and will be sending a letter to County Boards & Recorders when refund is sent.

Vicki would like to see the names of the board members included on the agenda.

CD's for advertising have not been done yet, they are still working on it.

Mike provided a handout showing the advertising display we will be purchasing; they will look into getting the case with wheels if possible. Size 10X10, cost \$1937.00. Display will be kept at High Plains and sent where needed. We discussed providing a decent door prize to be given away at shows. **Motion by Ann, 2nd by Denise to provide door prizes of substantial value.**

Charles reported Recorders are doing a good job keeping up with payments to NDRIN. Thank you all for staying on top of that.

Debbie announced that Deputy Marlys Landeis has given her two weeks notice and will be leaving the Bismarck Recorders office. Vicki will be sending a letter of good wishes and our thanks for the support she has shown for NDRIN since its inception.

Tentative next meeting date is Dec. 13, 2007 in Bismarck NDACo Building 10:00 a.m. Vicki will send out confirmation on date.

Meeting adjourned.

Respectfully submitted this 23rd day of Oct. 2007 by Sheila K. Dalen, NDRIN Secretary