

NDRIN Board Meeting
December 13, 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, Carol Schaner, Debbie Kroshus, Dewey Oster, and Barb Steinke

Chairman brought forth minutes from Oct. 18, 2007 minutes for approval, Motion by Ann to approve, 2nd by Denise.

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 it is unchanged since the last meeting. There are now 6 counties not in and still 5 counties not computerized. Mike will contact Grand Forks again in January to check on bringing them on board. Subscriber update shows 258 users with 31 new subscribers coming on since October of this year. Mike states our budget is in good shape, and that our end of year will end closer to 425,000.00. Dewey asked if Mike foresees any upcoming needs for 2008 budget. He states we may need a tape drive in the future between \$8-\$10,000.00, Charles is watching our space needs.

Detailed quarterly report for September through November 2007 was reported. All looks to be in order.

NDRIN Projects Update:

TrackIt Software; this is up and running. Charles had sent an email for all Recorders to respond to so they would be set up in TrackIt. This email apparently did not reach Recorders so Charles will resend that email. Please respond and begin using the TrackIt email when sending items through email to NDRIN

iDatix Imaging Software; has been purchased. Software will allow all NDRIN business to be scanned. Scanning should begin after the first of the year.

NDRIN Misc. Issues:

NDRIN website was discussed; High Plains is getting calls asking what particular counties have on the website for records. There are several counties that have not gone up and added their individual information to their county page. Please do put an

information page up on the website for your county. Charles held classes and handed out information as to how to do this but please contact him if you are having trouble Access to NDRIN website from those using from motels was discussed. There have been complaints from some users not being able to get on the site. Mike explains that port 80/80 must be open and unfortunately it is blocked at many hotels. Nothing that High Plains nor NDRIN can do about this.

The making of the marketing CD's was discussed and Charles will be asked to look into the costs for having someone create this for us.

The contract users enter into with NDRIN is in need of an update as it is pretty outdated, Mike will check with the Cass County States Attorney on drafting a new contract for us.

NDRIN refund checks will be going to Cass County in January and will come out to counties in February.

Many problems with the microfilm again, please review and get them returned to Charles so they can be addressed. The board will draft a letter to ISC with our concerns as to the quality of the filming being done; if no improvement follows we may need to look at finding another company for filming. Methalane blue test were provided to Ann and have been turned over to the board and put on file with High Plains.

Election of Officers was held. Motion by Ann 2nd by Pam, all officers will move up one seat as follows, adding 1 new member at large.

Ann Johnsrud as Chairman, Sheila Dalen as Vice Chairman, Pam Kuk as Secretary, Denise Pieterick Member At Large, Debbie Kroshus coming on as new Member At Large.

New NDRIN booth was brought down to show the weight and size of the item. It was decided it will remain stored in Ward County and Sheila can contact Charles to have it shipped where we may need it via UPS on the UPS account High Plains is using for NDRIN business.

Meeting dates and places were again discussed, also the use of IVN for meetings. The group decided against using IVN. It was decided NDRIN can pare back to 3 meetings a year with the following tentative dates for 2008; April 11th, July 24th, & Oct. 23rd. All meetings will be held in Bismarck at NDACo building if possible with the Burleigh County building as a backup at 10:00am. Vicki will get these meetings on the schedule for the NDACo building if the dates are available. All dates subject to change of course.

Meeting adjourned.

Respectfully submitted this 20th day of December 2007 by Sheila K. Dalen, NDRIN Secretary