

NDRIN BOARD MEETING

April 22, 2010

Meeting was called to order by Chairman Sheila Dalen

5 Board Members present: Sheila Dalen, Carrie Krause, Jewel Spies, Brenda Cook and Christy Larsen

18 NDRIN Members present: Ann Johnsrud, Pam Liebelt, Cyndy Kolle, Pam Kuk, Marguerite Schatz, Carol Fey, Jamie Anderson-Ruff, Carrole Schaner, Debbie Kroshus, Sylvia Gion, Peggy Sundahl, Patty Thompson, Melissa Vachal, Alison Toepke, Ruth Stevens, Vicki Kubat, Donnell Walstead, and Bonnie Wagner

Secretary's Report: One correction from February 8, 2010 minutes was the year was wrong; correction to the Minutes was made. Motion was made by Brenda to accept the minutes with the corrections, Jewel second motion carried.

NACRAC Bulletin – Article on Ann and NDRIN

Tracking Action Minutes sent out and will be sent out with the minutes for the April meeting

Sheila turned meeting over to Mike

NDRIN Issues:

NDRIN Status Report: - Not much has changed since the last meeting. Hettinger County will be publishing soon. Golden Valley will be publishing from 1907 to now by the end of the year.

NDRIN Subscriber Update: 904 subscribers as of this morning.

NDRIN Budget Review: Reviewed budget and where we are at. we are doing just fine as far as where we WERE at this time last year.

2009 NDRIN Detailed Expense Report: Reviewed detailed expense report.

NDRIN Project Updates

eCommerce Development Project: Tyler was working on 13 development areas, as of April 7, 2010 they had finished all but 1 item left to be develop and that item is the credit card processing. All the reports we asked for are done and in the new system. Everything is 2 to 4 weeks from being completed, but the new program won't be going live until August or September. NDRIN will have to check it all out making sure it works and probably that will be in July. So September 1st is the goal to go live.

eCommerce – eCommerce Credit Card Fees – PCI Compliance was an issue, we checked into Pay Pal and Tyler TOGA (like a Pay Pal) – Flat fee on every purchase – Pay Pal and TOGA is \$.35 and 5% on every transaction. Instead of doing this we thought maybe do pre-paid in purchasing copies of documents. Fees then went from \$80,000 down to \$20,000. Mike went to Pay Pal and they gave us a deal of charging 5 cents each time and 5% of every transaction.

Option 1 - Mike went back to Tyler with this same offer from Pay Pal and Tyler went on board with the 5 cents and 5%.

Option 2 – Tyler to develop program to prepay for credit card and this will take another 6 to 8 months for development –

Jewel moved to go forward with Option 1, Pam second, discussion was held and motion carried. The NDRIN Board will sign the contract to move forward with option 1 and we should stay on schedule.

NDRIN Miscellaneous Issues

High Plains Technology Staffing Changes – Charles is no longer employed by High Plains. Steve, Doug and Renee are helping out right now. Doug is being set up to access requests to help with state IP addresses etc since he has worked on it before. Mike is looking to hire another person in the real near future. Jewel moved to hire another full time person dedicated to NDRIN, Christy seconded. Discussion was held on this, vote take and motion carried. Mike will hire another person specifically for NDRIN. You can email Denise, NDRIN Support or Mike if you are having trouble getting a question answered or problem solved.

NDRIN ILG Class Agenda – A NDRIN class will be held at this year's convention in Watford City with Denise coming to do the class. Sheila gave Mike some suggestions. Denise will send out an email asking about specific questions recorders have and what recorders want covered. When she has compiled this list she will send out an tentative agenda for the class. You will have to sign up for the class through NDACo ILG.

NACRA, NACo, & Tyler's 2010 Excellent Awards – Here you submit your products and projects you have done in your state. We are going to submit our NDRIN project to all of these groups. Tyler's conference will cost about \$2,000.00 – Mike suggested to do NACRA & NACo and wait until next year when credit card project is implemented to do Tyler's.

Abstracting and Modernization Committee – Berdette Howe and Amy Scheck from Farm Credit Services were guests holding discussion about searching issues on NDRIN. They are users of NDRIN and are concerned with the searching of documents and records as they want it more

consistent between all recorders. We will discuss this further and Mike will work with them along with Sheila and Tyler.

NDRIN Servers – biggest problems are the larger counties that don't have NDRIN servers. Mike suggested we supply servers for these counties that don't have an NDRIN Server. Jewel and Deb will talk to their IT people and see if it is ok first.

Microfilm Status - Denise will be doing the film. She is waiting to start film the 3rd quarter of 2009, but has been doing the proofing. Vicky needs to know who is up to date on the microfilm from prior to NDRIN.

NDRIN Joint Powers Agreement – updated these as a couple days ago. 190,000 newly recorded documents in the state last year.

Other Miscellaneous Issues

NDRIN Marketing Update: Oil & Gas Conference May 2, 3 & 4, and 2 conferences in June, 1 in August and 1 in September.

NDRIN Manual: *Wait to update until after ecommerce update is finished.

Questions & Answers: Don't park in the parking lot at the NDACo building, please park on the street.

Next Meeting: July 22, 2010 9:30 AM