

NDRIN BOARD MEETING

October 10, 2010 at 2PM

Meeting was called to order by Chairman Sheila Dalen

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

NDRIN Members present: Lisa Jacobsen, Barbara Steinke, Lynelle Lyman Hoppe, Ann Johnsrud, Pam Kuk, Melissa Vachal, RaeDeen Weinberger, Jerene Bender, Jamie Anerson-Ruff, Katie Nadeau, Muggsy Schatz, Debbie Kroshus, Carrole Schaner, Helen Christenson, Nell Walstead, Ruth Stevens, Kari Evenson, Gina Hillestad, Sylvia Gion, Donna Adams, Jolene Hoffert, and Vicki Kubat

Secretary's Report: A correction to the minutes was made. Motion was made by Brenda to accept the corrected minutes, Jewel second, motion carried

Correspondance: a thank you note was received from Dave Hoerner, Bianco Realty. He won our door prize at the ND/SD Realtor's Convention and wanted to thank us and let us know how wonderful NDRIN is.

Sheila turned meeting over to Mike

NDRIN Issues: Turned over to Mike

NDRIN Status Report: - Not much has changed since the last meeting.

NDRIN Subscriber Update: 1407subscribers as of this meeting.

NDRIN Action Items: Went over and discussed each item.

NDRIN Budget Review: Reviewed 2010 budget and where we are and we are doing just fine as far as where we are at in the year. NDRIN still has not been billed from Tyler as they are still fine tuning the system. NDRIN is sitting at around \$700,000 today. NDRIN is waiting on \$63,296.00 between credit cards that is not in this account.

Refund back to members will be off the 2010 counts and are scheduled for 2011. These checks will come out in February 2011.

Anyone who had money on account got a refund with a billing in September 2010. Some Subscribers owe us and \$28,376.00 should be coming in.

2010 NDRIN Detailed Expense Report: Reviewed detailed expense report.

NDRIN Project Updates

eCommerce Development Project: Went live September 1, 2010. Worked evenings and weekends along with Tyler to get everything up and going. Things are still being fixed that weren't foreseen, but it is going the right way as of about a week ago. This wasn't as smooth as it was hoped it would be.

NDRIN Miscellaneous Issues:

Farm Credit Services Communications – Chairperson Sheila wrote a letter in response to this.

Microfilm Status: ½ of 2009 microfilm is done and should be done with at least the processing.

Microfilm schedule: Denise set up a microfilm rotation schedule. If a county wants it more often they should let NDRIN know. This schedule will simplify the process. Jewel moved to accept schedule as it is, Chris second, motion carried. Start the new rotation January 2011. Try and get retakes into to Denise asap.

Backfile documents/uploads – Things are going much faster and they are getting done. Burleigh and McKenzie are done, Ward, Mountrail are being uploaded and Williams will be getting theirs to NDRIN

NDRIN Enhancements/Suggestions:

Website redesign – we want to make it look like the marketing material – should be done by February for the next marketing event. Mike will start the website design and the market cds. It was decided to leave names off of the brochures in case there is staffing change. Mike will check with the phone company to see how he can deal with the phones and the calls.

Applications Monitoring – NDRIN doesn't know there are problems until someone calls in. Tyler offered to monitor the system with a software tool for a fee. \$1000 set up fee and \$5000 a year fee, but doesn't know if it is 24/7. Monitors it and they try to fix it. It would have to be 24/7. High Plains can purchase the software but they can't fix it anyway. We need to do something. Mike will work with Tyler on this matter.

Recorders Only Section: Posting other documents for each recorder specifically to look at like budget or joint powers of agreement. It would be a place to put documents on that are specifically for the recorders; especially documents that only change once a year. Maybe it can be done with the website design

Government lots: discussed suggestion to add it to NDRIN but will be tabled until the next meeting.

Golden Valley is going to start publishing

Counties not paying are Barnes, Dunn, & Renville, Denise will notify if someone is 60 past due. Christy and Jerene will check into it as they didn't know they had outstanding balances.

NDRIN Joint Powers Agreement – looked at and discussed, try to post it and not have to print it.

Other Miscellaneous Issues

Missing documents – we need to make sure to resend those missing documents. Call them and have them respond they got the email and have resent them. If they don't answer then send a report in the microfilm they sent out what is missing. NDRIN will email a report out on what is missing for each county.

NDACo issues: Wants NDRIN to move our equipment out or pay to have heating and cooling issues fixed.

DCN would cost \$576.00 per month not including electrical billing and 24/7 access Double internet and double power services. It would take about 2 days to move. There will be no power issues or heating and cooling issues.

Move 11-27 thru 12-3 or 12-5 thru 12-10. Carrie moved to move the equipment to DCN in Bismarck, Jewel seconded, motion carried. Mike will take care of.

ITD – had problem with bandwidth– NDRIN was not supposed to be on the network. But Mike worked with them and we are considered a County entity – now we have to pay the same rates as the counties – we are going to go up to \$2190 for the internet connections. July 1st will be \$2300.00 - Bandwidth issue has been resolved. It was decided that we have to stay on the state network by law as only ITD can sell to county entities.

Staffing at High Plains – Ted Breedon will start October 11, 2010 and he will be 100% NDRIN and will take over Charles position

NDRIN Officer Elections: Sheila moved to have the following slate of officers for 2011 Jewel Spies as Chairman, Carrie Krause as Vice Chairman, Melissa Vachal as Secretary, Brenda and RaeDeen as members at large. Chris second. Motion carried.

Next Meeting: Thursday January 20th, 2011 at NDACo building – 9:30 AM

Carrie moved to adjourn the meeting Chris second, motion carried

