

NDRIN – April 27, 2012 9:30 Association of Counties Building – Bismarck ND

Board Members: Jewel Spies, Cass County; Brenda Cook, Mercer County; RaeDeen Weinberger, Stark County and Carrie Krause, Wells County

Members Present: Anita Ibach, Emmons County; Ruth Stevens, Nelson County; Vicki Kubat, Cavalier County; Dawne Marquart, Logan County; Pam Kuk, McHenry County; Deborah Anderson, Dickey County; Carol Fey, McIntosh County; Betty Braun, Ward County; Carrole Schaner, Morton County; Lynelle Lyman Hoppe, Foster County; Bonnie Bohnsack, Burke County; Beth Knutson, McClean County; Cheryl McPerson Deputy, Stutsman County; and Ann Johnsrud, McKenzie County

Brenda Cook moved to approve the Minutes of the last board meeting, RaeDeen Weinberger seconded motion – motion carried and minutes were approved.

Meeting turned over to Mike

NDRIN Issues –

Status Report – Pretty much the same – some new servers were installed

Subscriber Update - in March we had 1844 subscribers and as of April 20 we were at 1011 as the number of subscribers' changes constantly

\$252,000 generated revenue in first quarter of 2012

2011 budget review – we gained over \$552,993.52 in income for 2011

2011 detail expense report – check into the Comfort Suites bill that was paid by NDRIN for Carrie Krause and shouldn't have been – Mike will check into it to make sure it was reimbursed.

2012 budget review – everything is pretty much in line where we are at – as of March 31, 2012 sitting with \$1,258,312.76 in the bank

NDRIN Project Updates

Storage expansion – storage expansion was completed in March and NDRIN should be safe this year for storage space but we will have to expand again in 2013 – so we will need to look into that around budget time to see exactly what we are going to do.

Site recovery manager install – 98% done and haven't done a test yet – need to get a patch installed and then will be able to start testing - should be done the end of May and have it tested and ready to go

NDRIN Misc. Issues –

Grand Forks County – Garlynn has been asking a lot of questions – biggest question about losing fees and how to replace that income.

ESER Update – the attorney we hired sent them a letter and documents have disappeared off their website. Hopefully this will take care of the problem of companies trying to steal documents from NDRIN.

Document Preservation Fee – Every County is no longer to pay anything into NDRIN and every county is up to date on the fees that they did owe.

Microfilm Status – Kodak – running reports – still working out that new schedule – so far it seems to be working. Kodak filed bankruptcy and they made the machine that does the digitally microfilming so at some point we are going to have to go to the legislature for a change. Ann will do some checking and see what the state is going to do if it comes to that. Adam has been going thru them roll by roll to make sure they are ok

Refund Checks - we had \$500,000 to be given out as refunds. Do the first one of two refunds of 250,000 with a minimum amount of \$400. Checks should go out the week of May 25, 2012. Jewel made a motion to have the first round of refund checks go out, Brenda seconded, motion passed. 52 counties will receive a refund – Jewel will draft a letter to Sioux and Eddy County on becoming full members.

Tyler Technology Maintenance Agreement – problems usually on Saturdays and Denise or Mike goes into the office but Tyler is not into it. Mike asked for other question –We should write a contract with Tyler to monitor software to watch to see if there are any foreseen issues that can be handled before there is a problem; this is being proactive – then they can eliminate some of that down time – so they set a price \$1,000 a month and a onetime set up fee of \$1,000 – Could we get a report every month to see exactly what they found and what they did. Brenda moved to try it for a year for \$13,000 with Proactive services with a monthly report Jewel seconded the motion.

SQL vs Oracle – No oracle skills at High Plains – went to Tyler asked to switch from Oracle to SQL and they want us to stay at Oracle because of our back up. At this point we will stay at Oracle and Tyler doesn't have much Oracle skills either. Mike is going to visit with them before we renew that contract because they are not certified or trained. We need to make sure they have the skills.

CSA was recently purchased by Tyler and they have a CSA division under Tyler – as they integrate them into Tyler – it is not typical support – gradual changes will occur. Be prepared for support prices to go up.

NDRIN Joint Powers – it is on the website No money is coming in from the Associate Counties.

Other Misc. Issues

Update Information Page –Jewel will email the instructions out to everyone again. So please all NDRIN members update or add their information pages.

Scheduled Exports – All members need to be exporting the documents to NDRIN on a timely manner – we have to remember that we have customers using this service and paying for it. We will discuss this in July.

Expanding Subdivision Field – number of characters – Denise will talk to that person

NDRIN Manual – 95% done – should be ready by the July meeting along with cd

Administrative Manual and User Manual

Marketing – not able to get into the Oil and Gas conference – it sold out in 15 minutes. Vicki and Ann may go as an attendee – but need to check out to see if you can go out and act like a vendor. Next event is the ND Bankers and Attorneys conference. Credit Union is in SD but not attending – Have been to the surveyors – going to Independent Bankers and the Realtors.

Election of Officers - Brenda Cook moved to keep the Board Members as follows: Chairman - Jewel Spies, Vice chairman – Carrie Krause, Secretary – Melissa Vachal, Members at large Brenda Cook and RaeDeen Weinberger, Jewel Spies seconded motion all were in favor, motion passed. The board will stay the same for 2012

Questions and Answers

Next Meeting: July 17, 2012 9:30 at NDACo building

RaeDeen Weinberger moved to adjourn Brenda Second meeting adjourned.