

NDRIN Board Meeting
July 24, 2007

Call to Order:

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

NDRIN Members present: Carrie K. Krause, Ruth Stevens, Lynelle Lyman Hoppe, Carrole Schaner, Debbie Kroshus, Marlys Landeis, Brenda Cook, Diane M. Link, Jewel Spies,

Motion by Ann 2nd by Sheila to accept minutes to May 8, 2007 as presented.

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 38 counties publishing. Subscriber update shows 220 users. Budget report shows we are on target. Mike noted our numbers match almost to the dime with 2006. Records preservation fees are lagging a bit, so please be sure to get those in monthly, so the reports will show a more accurate amount. Copy fees are also up. Also provided was a detailed quarterly report for 2nd quarter 2007. Discussed adding an 800 line, will not be adding at this time. Mike stated Records could use High Plains 800 number to call in but please do not share that number with customers. The number is 1-877-275-1555.

Much discussion over the 2008 budget with the following motions made:

Moved by Sheila 2nd by Ann to purchase vendor display out of 2007 funds.

Moved by Ann 2nd by Pam to create advertising CD's for costing up to \$5000.00 out of 2007 funds.

Motion by Ann 2nd by Pam to purchase imaging/scanning system for storing NDRIN paperwork with a cost between \$5-7000.00 out of 2007 funds.

Motion by Ann 2nd by Sheila to present 2008 budget as presented to Cass County by Aug. 1st with additional dollars in central site hosting for internet lines.

Discussions included provided after hour service, motion by Pam, 2nd by Ann not to offer. Eagle software support agreement is up 1.65% for 2008. More storage may be needed, will amend budget if needed in 08. High Plains increased hosting fees from 7800.00 per mo. to 8000.00 for 08 due to hours on project.

With the high dollars anticipated to be left in 07, discussed lowering fees for 08, decided to leave as is and return dollars to county.

Motion by Ann 2nd by Sheila to return \$125,000.00 to the counties for 2007, with the lowest amount given 400.00 and checks to be mailed to counties after completion of the preservation report. Vicki will check with Terry and notify Mike as to when the survey will be completed.

NDRIN Projects Update:

Mike reported DR/HA project is finished, backup site is located at NDACo building in Bismarck, if needed backup site can be up in 10 minutes. Backup site is tested monthly. Internet connection is costing around \$10,000.00 per year for the additional line for this site. Changes are being made to NDRIN manual to reflect the backup site.

TrackIt Software has been bought but is not up and running yet.

Mike presented a list of delinquent accounts Cass County would like written off totaling \$1,329.00. Motion by Pam 2nd by Ann to write off accounts with the stipulation should any of these members resign in the future, they pay what was written off as well as a deposit.

NDRIN Web Update:

The pages that Charles provided training on are out there and waiting for each county to set up their particulars. Only 17 of 44 have completed this so please take the time to set up your county information on the NDRIN site.

NDRIN Misc. Issues:

Social Security Redaction was discussed again with Mike providing information on costs. Very expensive; up to \$360,000.00 if human review used. Group will wait and see what comes.

Mike reported Subdivision drop down list can not be fixed to eliminate subdivisions showing from counties not publishing.

Cass County Auditor Mike Montplaisir was interested in what Eagle Counties were purchasing the Eagle Recorder system. Burleigh was thinking of budgeting to go with the new Tyler Eagle Recorder in 08 but may wait after hearing Ward and McLean are thinking of waiting until the 18 month notice is given to decide. Maybe a better price could be given if more than one county would go? Dunn is thinking there are other comparable systems out there for less money and will probably be changing vendors. Williams is also looking at changing vendors. Not sure what Stark is planning.

Next meeting is Oct. 19, 2007 in Fargo at High Plains Building at 9:00a.m.

Meeting adjourned.

Respectfully submitted this 26th day of July, 2007 by Sheila K. Dalen, NDRIN Secretary

As a footnote: July 26th a vote was taken through email to allow Charles to purchase an external hard drive for uploading large amounts of images as we all begin digitizing images.

Sheila has made a motion, Ann 2nd to proceed with purchasing an external hard drive not to exceed \$300.00 as Charles quoted. All in favor---- Motion passed.