

NDRIN meeting 7/24/08-Bismarck

Present: Ann Johnsrud	Carrole Schaner
Sheila Dalen	Sandi Walizer
Pam Kuk	Vicki Kubat
Debbie Kroshus	Donnell Walstead
Jewel Spies	Carol Fey
Mike Steiner	Christy Larson

Ann called the meeting to order and turned it over to Mike. Mike announced Denise's joining the NDRIN staff. Debbie moved to replace Denise on the NDRIN board with Jewel, Pam 2<sup>nd</sup>, passed.

Mike reviewed the user list with us, which has grown to 429, but about ½ of them are oil companies so if oil drops off we will probably lose users.

We went over the amounts budgeted for 2008 and the actual totals as of June 30, 2008, though Mike said some of the actual totals are incorrect as some things have been taken out of the wrong budget column by a new sec. at Cass County, so he suggested we send all bills to Denise from now on so she can code them correctly and then send them on to Cass County for payment.

We reviewed the 2009 budget which includes one new column for PayPal services, which is a service that will take care of all the credit card charges and collections for the user fees. Mike & Charles will send out a letter to all users to say that effective on a certain date we will only be doing our billings through credit cards. They have upgraded the software in Bismarck to get ready for this and now they need to upgrade and test in Fargo before it can be up and running. Debbie moved to approve the 2009 budget, Pam 2<sup>nd</sup>, approved.

Discussion was held and a motion was made by Sheila, 2<sup>nd</sup> by Debbie, passed, that we lower the Preservation fund fees to NDRIN to \$1.00/doc for member counties and \$.50/doc for associate member counties to be effective as of 1/1/09. A vote will be called for by Ann as we need a 3/4ths vote of all NDRIN members for this to pass. Debbie moved, 2<sup>nd</sup> by Sheila, passed, that the 2009 budget be amended to reflect the lower income this last vote will cause if it passes by a 2/3rds majority.

Grand Forks County was discussed again and Mike suggested we see if they would join NDRIN if we let them in for FREE....no preservation fund payments! But it was then discussed what would be done about the pay-backs we give out sometimes...if Grand Forks would be included in these. No decision was made about this, but Mike said he didn't know how we could leave them out of this since our regulations state that all counties will get a percentage back based on their document count.

On-line contracts for users were discussed and Mike said they were waiting for the Cass Co. States Attorney to redo the contract and this wasn't getting done. Mike will call again to try to get this completed.

It was discussed that we should have another demo of the NDRIN website for all Recorders at the next meeting. So we will start the Oct.23<sup>rd</sup> meeting at 9:00 in Bismarck at the NDACo building, so we will have time to have our meeting and then have a demo session. All Recorders are welcome and encouraged to come!!

Debbie moved to adjourn, passed.

Pam Kuk, Secretary  
Attached: Minutes of 5/19/08 Conference Call

## 5/19/08 Conference Call

On line: Mike, Charles, Ann, Debby, Denise and Pam

**3 new Blade Servers needed:** Mike sent us a proposal for these, costing \$29,192.00. Discussion was about why these are needed and Mike said with the unexpected great number of users signing up & also with the uploads taking more power, we need the extra power these will provide as the 5 servers we have now are being overloaded and they are experiencing problems because of this. Denise moved, Debby 2<sup>nd</sup>, passed, to allow Mike to purchase this new equipment. He said it should be installed within 2-3 weeks.

**New employee needed:** Debbie moved, Pam 2<sup>nd</sup>, passed, to let Mike start looking for a new employee to start at \$4,000.00/mo. Mike said a new employee will be about 99% dedicated to NDRIN, as Charles is moving on to other things with High Plains, but Mike would still keep him doing the microfilming and to be a back up person for the new employee. Mike said he could probably have someone by July 1,08.

**Microfilm reader needed:** Charles has been running over to Cass Co. Courthouse to check the films before he sends them out to the counties and this is a waste of his time so they would like to purchase a reader. Ann said she had some 2 year old readers for sale and would sell them for \$150.00. They do need a roller attachment and a glass retrofit which Denise said would cost about \$360.00. We will look at this later for NDRIN.

A few more misc. items were discussed and call was ended.

Pam Kuk, Secretary

### **Email vote on reducing Preservation fees to NDRIN**

The email vote to reduce our Preservation fees to NDRIN to \$1.00/Doc. for members and \$.50/Doc. for associate members passed by 30 in favor, 0 against. Fees will be reduced beginning with Jan.09.