

NDRIN MEETING-11-13-08

Pam Kuk

to:

dpieterick

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Show Details

NDRIN MEETING- 11/13/08 --Corrected
In Bismarck at City/County Building

Present: Ann Johnsrud-Chairman

Sheila Dalen-Vice Chairman

Pam Kuk-Secretary

Deb Kroshus-at-large member

Jewel Spies-at-large member

Mike Steiner

Denise Pieterick

also: Vickie Kubat

Carol Fey

Brenda Cook

Carrie Krouse

Cyndy Kolle

Chris Larson

RaeDeen Weinberger

Website Demo from 9:00 – 10:00 am:

Denise & Mike went over some things on the website and answered many questions.

NDRIN meeting:

Ann opened the meeting and we reviewed the county listings, what changes have been made, and were told at least 2 more counties will be joining soon. We reviewed the list of subscribers – up to 610 now!!! We've gained about 400 in the last year!

Budget:

Mike said our revenue is increasing by about \$40,000.00/month now, compared to \$20,000.00/mo previously. It was brought up that we may need to make another refund to the counties but Mike said he'd rather wait since there will be some large expenses coming in 2009, such as more power needed to handle the large increase of subscribers, the added power needed to upload all the images for the 5 counties that are close to being ready to send all their old images to NDRIN, and also the Credit Card Billing upgrade, for which we don't have a total cost as yet and so isn't budgeted for yet.

Mike said Tyler said they had "substantially underestimated" the amount of work to get this done & it

will still be 6-9 months before it can be completed. (Cass County Auditor's office is very impatient for this to be completed because they have to bill each subscriber every month and then track payments also.) So we will maybe wait until the April meeting before deciding what to do about a refund to the counties.

Mike said when the Credit Card update is completed we will also be able to track the # of each county's copies being printed by subscribers, and so could do some refunds to the counties for these if we decided to, which is something Ann said has been a concern for some counties that haven't signed up w/NDRIN yet - that they would lose their copy fees. This will have to be discussed later.

Microfilm development:

Mike said all film should be done through 12/07 and sent to the developers (River City Data) by tomorrow. Ann asked why this is so far behind schedule and Mike & Denise updated us on the trouble they'd been having with the "Missing Image Report" software. Since the last conversion, this software hasn't been working and they needed to be able to check for missing images before they could do any microfilming. Tyler finally got it fixed so Mike said by the end of Jan.09, the film should be done through Dec.08.

Subscriber Issues:

The new Subscriber Contract is done and is much shorter than the old one, but new subscribers still have to copy it off the web site, sign it, and send it to Denise, as they can't self-register on line until the Credit Card Software w/Pay Pal has been completed and set up for each subscriber.

There were 4 delinquent accounts on the books totaling \$634.00. Mike said they've tried to get these paid but have had no luck and he would like the board to write them off. Jewel moved to do this, Pam seconded, passed. When the Credit Card software is up & running, we shouldn't ever have to do this again.

Advertising:

The Advertising Committee reported that they will be going to the Oil Conference on April 26-28, 2009.

Election of Officers:

Sheila said she'd like to see the officers stay the same for next year for a couple different reasons and so moved to elect Ann as Chairman, Sheila as Vice Chairman, Pam as Secretary, Jewel and Deb as members-at-large for 2009. Jewel seconded, passed.

Misc. Items:

Ann questioned how many counties had entered their individual county info on the website. Deb said she hasn't had time to check lately as they have been converting their indexing program to Docupro, but she knew there were still many who haven't done this. If anyone needs help doing this, please contact Deb and she can walk you through it as it really isn't that hard.

Next meeting date: April 23, 2009 at 10:00 in Bismarck. Ann will let us know later at what place in Bismarck it will be held.

Jewel moved to adjourn, Deb seconded, passed.

Respectfully submitted by Pam Kuk, Secretary

Correction to minutes: Charles said the microfilm to be sent to the developers now will be through June 08 instead of Dec. 08 due to the 6 month delay before a quarter's films are developed to insure that everything is completed before the films are run.

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