

Minnesota County Recorder's Association
Executive Board Meeting
March 21, 2018
Owatonna

Members Present: Marty McCormick, Kathy Conlon, Rick Kvien, Sharon Budin, Jill Cordes, Becky McCann and Jenny Fibison.

Becky McCann called the meeting to order.

Additions to the Agenda: Marty McCormick brought up a question regarding charging for membership dues. The discussion included: membership by county not individual, member and non-member rates, and rate cost of \$25 to start. This would take effect for 2019 and would run June to June each year. It would be paid along with summer conference registration. Becky will send an email out to our members regarding the fee. We need to change the by-laws to reflect a "membership fee." The by-law verbiage needs to be ready for summer conference 2018, so the board can vote on this at the executive board can vote on this at summer conference. Becky will check with the Auditor/Treasurer group to see if their association charges a membership fee.

Treasurers Report: Attached to minutes.

New Name Badges: Jill Cordes brought up ordering new name badges. Attached to the minutes are two examples. We agree to the badge with the state to the left of the name. The badges will be silver with black writing. It will state the name of the member and County name. Every county will have the option to get up to two badges for members. Any additional badge will cost \$10 per badge. Jill will look into the time frame for ordering. Becky will send out a letter to inform members. Badges will be available at summer conference.

2019 Summer Conference Registration: Discussions were had in the past to charge \$100 for the 2019 Summer Conference registration. Jenny Fibison made the motion to set the 2019 Summer Conference at \$100 it was seconded by Marty McCormick. Motion carried.

2018 Executive Board Goals: Becky McCann discussed having goals for the board as well as our members. First goal is to work with getting our members more consistent. Second goal is to get members more involved. Suggestions were made to get District Chairs more involved. Inviting District Chairs to our Executive Board Meetings. Having the Executive Board met with District Chairs at Summer and Winter Conferences. Becky will send an email to District Chairs.

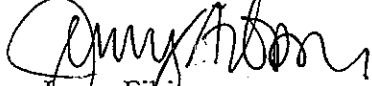
Review Duties of Vice President: Becky brought up getting the third VP more involved right away. Currently they don't have a lot of duties. The board felt this was a good idea. Will discuss at the next Executive Board Meeting.

Conference Consultant: Kathy Conlon is current Conference Consultant. Lynn Ette Schrupp is our Co-Consultant.

2018 Summer Conference Agenda: Becky brought her agenda items for conference and worked with the board to set up the 2018 summer conference agenda. Becky will get the draft agenda typed up and sent out to the MCRA members.

2019 Summer Conference Save the Date: Rick and Marty will be sending out a "Save the Date" in July for the 2019 Summer Conference. The board thought this was a good idea because of the new location next year.

Respectfully Submitted By



Jenny Fibison
MCRA Secretary

Minnesota County Recorders Association									
3/19/2018									
2018 Budget Worksheet									
	2014 Actual	2015 Actual	2016 Budget	2016 Actual		2017 Budget	2017 Actual	2018 Budget	2018 Actual
1. MACO Regional Education Expense			\$2,000.00	\$109.94		\$2,000.00		\$2,000.00	
2. Summer Seminar/Workshop	\$ 8,042.87	\$8,070.66	\$12,000.00	\$20,327.90	(\$10,583.55 Meals)	\$10,000.00	\$12,001.19	\$20,000.00	
2a. Advance Speaker Fee			\$3,000.00	\$2,750.00		\$5,000.00		\$5,000.00	
3. Executive Board Expense		\$ 1,165.79	\$3,000.00			\$3,000.00	\$261.85	\$3,000.00	\$552.15
4. Committees									
a. Legislative	\$ 978.38	\$ 572.24	\$3,000.00	\$324.63		\$3,000.00	\$401.76	\$3,000.00	\$106.82
b. Certification & Education		\$ 158.35	\$2,500.00			\$2,500.00		\$2,500.00	
c. UCC	\$ 768.56								
d. Public Relations - Website - Future			\$1,000.00			\$1,000.00		\$500.00	
e. By-Laws			\$500.00			\$500.00		\$500.00	
g. Torrens	\$ 3,195.35		\$5,000.00			\$5,000.00		\$5,000.00	
h. Historian	\$ 43.52	\$ 283.44	\$500.00	\$ 380.82		\$500.00	\$358.54	\$500.00	\$253.18
i. Conference Search		\$ 25.00	\$500.00	\$ 148.82		\$500.00	\$413.77	\$500.00	\$267.03
j. PREP, PRIA & MLTA	\$ 139.44	\$ 71.30	\$1,000.00			\$1,000.00	\$202.23	\$0.00	
k. ERER, eCounties & eCommerce	\$ 75.60		\$1,500.00			\$1,500.00		\$1,000.00	
l. Audit			\$100.00			\$100.00		\$100.00	
5. Miscellaneous	\$ 779.97	\$955.22	\$1,500.00	\$442.05		\$1,500.00	\$59.59	1,500.00	
6. Secretary/Treasurer Honorariums	\$ 2,000.00	\$ 2,000.00	\$2,000.00	\$ 2,000.00		\$2,000.00		3,000.00	
7. National Convention		\$ 3,471.91	\$6,000.00			\$6,000.00	\$1,595.43	6,000.00	
9. Uniform Conveyance Blanks	\$ 1,647.01	\$ 1,814.91	\$2,800.00	\$ 1,631.02		\$2,000.00	\$830.54	2,000.00	\$131.89
10. Association Dues - PRIA & PREP	\$ 550.00		\$850.00						
11. Accounting, Tax Preparation & Taxes	\$ 559.33	\$ 559.33	\$1,000.00	\$ 564.33		\$1,000.00	\$564.33	1,000.00	\$344.33
12. Refunds, Replacements & Service Charges	\$ 25.00	\$ 25.00	\$200.00	\$ 171.00		\$200.00		200.00	
MOMS									
Sub Total	\$ 18,805.03	\$ 19,173.15	\$ 49,950.00	\$ 28,850.51		\$48,300.00	\$16,689.23	\$57,300.00	\$1,655.40
13. Xfer from Old Checking Account		\$113,593.28							
Total	\$ 18,805.03	\$132,766.43	\$ 49,950.00	\$ 28,850.51		\$48,300.00	\$16,689.23	\$57,300.00	\$1,655.40

Minnesota County Recorders Association
 Financial Report
 March 19, 2018

Checking Account Balance on 01-0 on 01-01-2018 **\$ 79,111.31**

Income

Summer Conference Registration	\$	1,900.00	
Vendor Conference Registration	\$	900.00	
Interest Earned			
Vitals Workshop	\$	-	
Transfer to open checking acct	\$	-	
Torrens Workshop (from 2017 meet)	\$	175.00	
Bank Adjustment			
Refund from Rutgers deposit			
Total Income			\$ 2,975.00

\$ 82,086.31

Expenses

MACO Regional Education Expenses			
Summer Seminar/Workshop (Prepaid 2017 speaker)			
Executive Board	\$	552.15	
Legislative Committee	\$	106.82	
Certification & Education			
Public Relations, Website, Comm. of Future	\$	-	
Bylaws	\$	-	
Torrens			
Historian	\$	253.18	
Conference Search	\$	267.03	
PREP, PRIA & MLTA			
ERER, E-Counties & MACATFO	\$	-	
Audit			
Misc.			
Transfer to new Account (\$5 savings)			
Secretary/Treasurer Honorariums			

National Convention		
Uniform Conveyance Blanks	\$	131.89
Association Dues Prep & Pri	\$	-
Accounting, Tax Preparation & Taxes	\$	344.33
Service Charge		canc check
Refunds		

Total Expenses	\$	1,655.40
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Checking Account	\$	80,430.91
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Odyssey Certificate of Deposit	\$	37,201.02
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Totals	\$	117,631.93
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Savings (needed to open checking account at Credit Union)		\$5.00
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Minnesota County Recorders Association
Financial Report for Special Account
March 19, 2018

Account Balance on 1-Jan-17 \$ 1,329.50

Income

Interest Earned

Total Income \$ -

Expenses

Total Expenses

Balance \$ 1,329.50

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