

**Minnesota County Recorder's Association
Conference Planning Meeting
May 9, 2018
Owatonna**

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

Becky McCann called the meeting to order.

Approval of the Agenda: Becky McCann presented the agenda. Jill Cordes made the motion to approve the agenda. Marty McCormick seconded the motion. The motion carried.

Secretary's Report: Jenny Fibison presented the Secretary's Report for the Executive Board Meeting held April 17, 2018. There being no additions Rick Kvien made the motion to approve the minutes as presented. Jill Cordes seconded the motion. The motion carried.

Treasurer's Report: Jill Cordes presented the Treasurer's Report presenting the 2018 Budget Worksheet and Financial Report dated May 9, 2018. Becky McCann made the motion to approve the Treasurer's Report as submitted. Sharon Budin seconded the motion. The motion carried.

Name Tags: The board discussed the new name tags. Jill presented two different options. The first option had the county name on two lines and the second had the county name on one line. The group voted to order the badges with the county on one line.

Finalize Conference Agenda: Reviewed the draft agenda. A few changes were made. Any additional changes need to be to David Harvey by 4:30 pm Thursday May 10. The final agenda will be available May 11.

Folders for Conference: Conference agenda, description of Casino Night and rules, map of Ruttger's, MCRA Business Meeting Agenda, Minutes from the last MCRA Business Meeting, Budget Report, and Save the Date for upcoming conferences.

Special Equipment Needs: Becky will check to see if any presenters need projector etc.

Gifts for Members: Umbrella, Bag, a Notebook and Pillbox (all with MCRA printed on them.) The board decide to order 150 of each (13 speakers and 117 members, any additional can be given out as prizes.) David will order these. Marty will order three bags of MCRA M&M's to put in the pill boxes. David will contact Renee at Ruttger's to see if the items can be shipped and stored there.

Gifts for Bingo: Each vendor will do a couple of games. Becky and Marty will start out the first two games. Vendors will give out the prizes for bingo.

Gifts for Casino Night: Marty, Sharon, Rick, Jenny and Kathy will go and purchase \$75 worth of prizes for casino night. Keep the receipt and send/give to Jill to get reimbursed.

Laptop for Historian: Kari would like a laptop to download photos to. We discussed getting a tablet, it could be used as a display too. The board decided to hold off on this until David contacts Kari to see what type of camera she is using.

Meeting adjourned.

Respectfully Submitted By

A handwritten signature in cursive script that reads "Jenny Fibison". The signature is written in black ink and is positioned above the printed name and title.

Jenny Fibison
MCRA Secretary