

**Minnesota County Recorder's Association
Executive Board Meeting
February 7, 2017**

Meeting was called to order by Betti Kamolz

Members Present: Betti Kamolz, Michelle Cote, Becky McCann, Rick Kvien, Jennifer Wagenius, Jill Cordes, Jenny Fibison and Kathy Conlon.

Jenny Fibison presented the secretary's report which had the minutes from the Executive Board meeting dated December 20, 2016. Jennifer Wagenius made the motion to approve the secretary's report as presented. Jill Cordes seconded the motion. Motion passed.

Jill Cordes presented the treasurer's report. Michelle made a motion to approve the treasurer's report as presented. Becky McCann seconded the motion. Motion passed.

2017 Conference- Michelle Cote gave an update on the conference at Ruttger's in Deerwood, June 12-16. Rick and Michelle are working on vendors. Registration will begin for the board on Friday February 10 and will open up for other members the following week. Registration for members will continue to be \$25. Vendor registration will begin March 1 and their registration fee will continue to be \$300 as in the past. Monday there will be an Executive Board meeting. Tuesday will be Vitals and Torrens. Several speakers are finalized, just a few holes to be filled.

2018 Conference- Becky McCann gave an update. The conference will be at Ruttger's in Deerwood June 11-15.

2019 Conference- Rick Kvien gave an update. No decision has been made where the conference will take place. It will be June 10-14.

New Recordors: Julie Hansen-Pennington County, Kelly Schroeder-Pine County, Tanya West-Wright County, Michelle Desmet-Lyon County, David Frischmon (interim)-Carver County, Janet Converse-Chisago County and Cheryl Kantor (interim)-Benton County.

MCRA Summer Conference Fees- The registration fee will be \$25 before June 1 and will be \$50 after. Refunds will be granted before June 1 and will need to be approved by Jill Cordes. Rick Kvien made the motion to approve. Michelle Cote seconded the motion.

By-Law changes for committee to address- None.

Other Business- Jill Cordes requested to remove Vitals (line f), MOMS and District Chairs (line 8) from the Budget Worksheet. There was also a request to adjust line 7 to remove the word President. Jennifer Wagenius made a motion to approve. Becky McCann seconded the motion.

National Conference Attendance-Rick Kvien and Becky McCann will be attending the PRIA National Conference in Nashville in August.

Rick Kvien made the motion to adjourn. Jill Cordes seconded the motion. Meeting was adjourned.

Respectfully submitted by

A handwritten signature in cursive script, appearing to read "Jenny Fibison".

Jenny Fibison
Secretary
Minnesota County Recorders Association



2017 MACO Annual Conference
CREATING CONNECTIONS

Monday - February 6, 2017

3:00 - 6:00 pm

Vital Records Training for Issuance Officers

Tuesday - February 7, 2017

8:00 am - 5:00 pm

MACO Registration

8:00 - 10:00 am

MACO Vitals Session

8:00 - 9:00 am

MACATFO Delinquency and Tax-Forfeiture Committee

9:00 - 10:00 am

MACATFO Ditch Committee

9:00 - 10:00 am

MACO Website Committee

9:00 - 10:00 am

MCRA Executive Board Meeting

9:00 - 10:00 am

MACATFO Legislative Committee

10:00 - 11:00 am

MACATFO Election Committee

10:00 - 11:00 am

MCRA Communications and Technology Committee

10:00 am - Noon

Passport Program Manager Seminar

11:00 - 11:30 am

MACATFO Finance/Accounting Committee

Noon - 5:00 pm

Day at the Capitol (*lunch Included*)

5:30 - 6:30 pm

President's Reception

6:30 pm

Dinner On Your Own

Wednesday - February 8, 2017

7:00 am - 5:00 pm

Registration

7:00 - 8:00 am

Continental Breakfast

7:00 - 8:00 am

MACATFO Executive Board Meeting

8:00 - 9:30 am

Keynote Speaker

9:30 - 10:00 am

Vendor Break

10:00 - 11:30 am

General Session

11:30 am - 1:00 pm

Lunch With Vendors and AMC

1:00 - 2:00 pm

General Session

2:00 - 2:30 pm

Vendor Break

2:30 - 4:30 pm

General Session

5:30 - 6:30 pm

Reception in Vendor Area

6:30 - 10:00 pm

Banquet and Awards

Thursday - February 9, 2017

7:00 am - 4:30 pm

Registration

7:00 - 8:00 am

Continental Breakfast

8:00 - 9:30 am

MACATFO Morning Sessions

8:00 - 9:45 am

MCRA Morning Sessions

9:45 - 10:00 am

Break

10:00 am – Noon

MACATFO Morning Sessions

10:00 am - Noon

MCRA Morning Sessions

Noon - 1:30 pm

Lunch with Vendors

1:30 - 3:00 pm

MACATFO Afternoon Sessions

1:30 - 3:00 pm

MCRA Afternoon Sessions

3:00 - 3:15 pm

Break

3:15 - 4:30 pm

MACATFO Afternoon Sessions

3:15 - 4:30 pm

MCRA Afternoon Sessions

5:00 - 7:00 pm

Dinner

7:00 - 11:00 pm

Networking

Friday - February 10, 2017

8:00 - 9:00 am

Breakfast

9:00 - 11:00 am

Century College Session

11 am - Noon

MACO Board Meeting *(All MACO members encouraged to attend)*

Totals \$ 127,677.70

Savings (needed to open checking account at Credit Union) \$5.00

Minnesota County Recordors Association
Financial Report for Special Account
January 12, 2017

Account Balance on January 1, 2016 \$ 1,505.39

Income

Interest Earned

Total Income \$ -

Expenses

2/8/2016 Hall's Floral \$44.89
5/19/2016 Bev Bauer \$43.00
7/14/2016 Green Mill \$88.00

Total Expenses \$ 175.89

Balance \$ 1,329.50

Minnesota County Recorders Association

1/12/2017

2016 Budget Worksheet

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget	2016 Actual		2017 Budget	2017 Actual
1. MACO Regional Education Expense	\$ -	\$ -			\$2,000.00		\$2,000.00	\$109.94		\$2,000.00	
2. Summer Seminar/Workshop	\$ 4,486.62	\$ 6,256.30	\$ 6,674.33	\$ 8,042.67	\$12,000.00	\$8,070.66	\$12,000.00	\$20,327.90	(\$10,583.55 Meals)	\$10,000.00	
2a. Advance Speaker Fee							\$3,000.00	\$2,750.00		\$5,000.00	
3. Executive Board Expense	\$ 1,276.85	\$ 607.07	\$ 1,474.30		\$3,000.00	\$ 1,165.79	\$3,000.00			\$3,000.00	
4. Committees											
a. Legislative	\$ 406.34	\$ 449.65	\$ 465.65	\$ 978.38	\$3,000.00	\$ 572.24	\$3,000.00	\$324.63		\$3,000.00	
b. Certification & Education	\$ 128.09	\$ -			\$2,500.00	\$ 158.35	\$2,500.00			\$2,500.00	
c. UCC	\$ 638.91	\$ 138.75		\$ 768.56							
d. Public Relations - Website - Future	\$ -	\$ 61.66			\$1,000.00		\$1,000.00			\$1,000.00	
e. By-Laws	\$ -	\$ -			\$500.00		\$500.00			\$500.00	
f. Vitals	\$ -	\$ -									
g. Torrens	\$ -	\$ 1,218.61	\$ 1,690.62	\$ 3,195.35	\$5,000.00		\$5,000.00			\$5,000.00	
h. Historian	\$ 150.73	\$ 321.80		\$ 43.62	\$500.00	\$ 283.44	\$500.00	\$ 380.82		\$500.00	
i. Conference Search	\$ -	\$ 22.76			\$500.00	\$ 25.00	\$500.00	\$ 148.82		\$500.00	
j. PREP, PRA & MLTA	\$ 198.65	\$ 276.39	\$ 308.70	\$ 139.44	\$1,000.00	\$ 71.30	\$1,000.00			\$1,000.00	
k. ERER, eCounties & eCommerce	\$ -	\$ 51.06	\$ 180.59	\$ 75.60	\$1,500.00		\$1,500.00			\$1,500.00	
l. Audit	\$ -	\$ -			\$100.00		\$100.00			\$100.00	
6. Miscellaneous	\$ 1,662.78	\$ 657.91	\$ 620.71	\$ 779.97	\$1,500.00	\$956.22	\$1,500.00	\$442.06		\$1,500.00	
6. Secretary/Treasurer Honorariums	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$2,000.00	\$ 2,000.00	\$2,000.00	\$ 2,000.00		\$2,000.00	
7. President - National Convention	\$ -	\$ -			\$6,000.00	\$ 3,471.91	\$6,000.00			\$6,000.00	
8. District Chairs	\$ -	\$ -									
9. Uniform Conveyance Blanks	\$ 2,000.43	\$ 2,360.95	\$ 1,325.63	\$ 1,647.01	\$2,800.00	\$ 1,814.91	\$2,800.00	\$ 1,631.02		\$2,000.00	
10. Association Dues - PRA & PREP	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00	\$850.00		\$850.00				
11. Accounting, Tax Preparation & Taxes	\$ 798.67	\$ 744.65	\$ 509.65	\$ 559.33	\$1,000.00	\$ 569.33	\$1,000.00	\$ 564.33		\$1,000.00	
12. Refunds, Replacements & Service Charges	\$ -	\$ -	\$ 200.00	\$ 25.00	\$200.00	\$ 25.00	\$200.00	\$ 337.00		\$200.00	
MOMS	\$ -	\$ -									
Sub Total	\$ 14,297.07	\$ 15,717.46	\$ 16,898.28	\$ 18,805.03	\$ 46,950.00	\$ 19,173.15	\$ 49,950.00	\$ 29,016.61		\$48,300.00	
13. Xfer from Old Checking Account						\$113,593.28					
Total	\$ 14,297.07	\$ 15,717.46	\$ 16,898.28	\$ 18,805.03	\$ 46,950.00	\$132,766.43	\$ 49,950.00	\$ 29,016.61			

NEW RECORDERS

Pennington County: Julie A. Hansen
Pine County: Kelly Schroeder
Wright County: Tanya West
Lyon County: Michelle Desmet
Carver County: David Frischmon (interim)
Chisago County: Janet R. Converse
Benton County: Cheryl Kantor

