

**MINNESOTA COUNTY RECORDERS ASSOCIATION  
2002 MACO WINTER CONFERENCE  
BUSINESS MEETING-WEDNESDAY, JANUARY 16, 2002**

President Gail Miller called the meeting to order at 3:00 P.M.

Carmen Mulder opened the business meeting with prayer, and Larry Unger led the Pledge of Allegiance.

Carmen made a motion to approve the 2001 Summer Conference minutes, seconded by Allen Paulsen.

Nancy Kunkel gave the Treasurer's report along with the budget for 2002. Joel made a motion to approve the report, seconded by Ken Schmalz. .

**CONFERENCE REPORTS**

Summer Conference 2002 will be held June 16<sup>th</sup> thru June 19<sup>th</sup> at Cragun's resort. This year it will start on Sunday, which is Father's day.

Summer Conference 2003 will be held June 17<sup>th</sup> thru June 20<sup>th</sup>, in Winona at the Best Western Riverport Inn & Suites.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

Suspect document forms were passed out and we are to make copies of them. Any suspicious transactions, and we are to fill them in and attach any documents in question, then send them on to the United States Secret Service Office in Minneapolis.

Bev Bauer and the By-law committee have been working on an issue in the by-laws of adding a 3<sup>rd</sup> Vice President to the slate of officers for the Recorder's Association. It was brought up that adding a 3<sup>rd</sup> vice would create more expenses such as meals mileage and lodging. Gail brought up the fact that with e-mails, and only a Spring and Fall board meeting, that the expenses would be minimal. By adding a 3<sup>rd</sup> Vice President, it gives another year to learn exactly what is expected and how to go about carrying out the duties of the position of President. Allen made a motion and Andrea seconded it, to add a 3<sup>rd</sup> Vice President to the slate of Officers.

## **Nominations**

The nominating committee submitted the following for the 2002-2003 officers:

|                                |                |
|--------------------------------|----------------|
| President is Ken Schmalz with  |                |
| 1 <sup>st</sup> Vice President | Kay Wrucke     |
| 2 <sup>nd</sup> Vice President | Larry Dalien   |
| 3 <sup>rd</sup> Vice President | Jeanine Barker |
| Treasurer                      | Nancy Kunkel   |
| Secretary                      | Bunny Johnston |

A motion was made by Jeff and seconded by Carmen to accept the slate of candidates as recommended. Cindy then swore all the newly elected officers in.

## **COMMITTEE REPORTS**

### **Legislation**

Jeff and Larry presented the Recorder's platform for the legislative session for this year. They stated that there wouldn't be much worked on this year with the budget shortfall, and it being a short session. The EREr surcharge for Torrens, would be addressed and the Bar Association was still looking into language with doing away with Affidavits of Purchasers. Discharges were still being talked about, but would probably not be brought up this year.

### **Torrens**

A Torrens workshop was held at the Elk River Government Center last fall and was well attended. Redoing the Torrens manual had been discussed by the committee as it has been a few years since it has been done, and there have been many changes. Eliminating the Affidavit of Purchaser form had been discussed at length. The language for the .50 EREr Surcharge for Torrens documents is ready for the 2002 legislative session. A motion was made and seconded to have the language in the bill to read that the surcharge would become effective as soon as it is passed and signed by the Governor or 10 days after the Governor has signed it.

### **Committee of the Future**

Jeanine stated that they hadn't been very active. Some things for future discussion are:

1. What could the Recorders do for increased revenue resources?, like raising dues. Having dues broke out by county size.
2. Vendor fees-Summer Conference
3. Charge more for training sessions
4. Cut down on expenses by telephone conference calls, limit number of people on a committee.
5. Establish uniform county user fees
6. Regular newsletters informing everyone what each county is doing or have a couple-three counties each time.

### **Education & Certification**

Bonnie informed the group that MACO would be sending out Certificates for those who had 45 or more credited hours completed. There would be a press release sent out for the recorder to place in their local paper, and radio station. There would be a newly elected recorder's session again next winter. Everyone was to make sure that all of their credited hour sheets had been sent in.

### **Vitals**

Cheryl stated that there would be no handbooks for the VRV2000. We are to go to the MN Dept of Health web site and print out the rules. Funeral home would be having training sessions in March. Delayed and Historical births are to be done as before. We can not charge a data entering fee to funeral directors. There can be no white out used on the original death form submitted by the funeral directors.

### **UCC**

Kay stated no new problems, just same old frustrations. Just continue on, it will get better.

### **MRESA**

Cathy is still attending meetings and the minutes are going out with the Monday updates. The meetings are still informative.

### **HISTORIAN**

Loretta just took over at summer conference so working on project for summer

Gail passed the gavel to our new president, Ken Schmalz.  
Ken then presented Gail with a plaque honoring her past year as president.

A motion was made and seconded to adjourn the meeting.

Respectfully submitted by  
Elda Mae (Bunny) Johnston  
Secretary



REPORT OF THE AUDITING COMMITTEE

Hail Miller PRESIDENT  
MINNESOTA COUNTY RECORDERS ASSOCIATION

Renville MINNESOTA  
COUNTY

WE HAVE EXAMINED THE REPORTS, CHECKED RECEIPTS AND  
EXAMINED DISBURSEMENTS OF THE TREASURER OF THE  
MINNESOTA COUNTY RECORDERS ASSOCIATION  
FOR THE PERIOD OF -

JANUARY 1, 2001 -TO JANUARY 1, 2002

IT IS OUR OPINION THAT THE RECORDS CORRECTLY REFLECT THE INCOME AND  
EXPENSE OF THE ASSOCIATION FOR THE PERIOD ABOVE STATED.

SUBMITTED:

James V. Johnson  
Mary Ann De Groot  
Richard Mensink



TREASURER'S REPORT  
 MINNESOTA COUNTY RECORDER'S ASSOCIATION  
 FROM: JANUARY 1, 2001 to DECEMBER 31, 2001

BALANCE 12-31-00 \$24,786.10

RECEIPTS

|                                     |    |           |
|-------------------------------------|----|-----------|
| WINTER CONFERENCE REGISTRATION      | \$ | 22,650.00 |
| SUMMER SEMINAR REGISTRATION         |    | 8,600.00  |
| CHECK INTEREST                      |    | 148.57    |
| CERTIFICATE OF DEPOSIT INTEREST     |    | 1,100.54  |
| <br>                                |    |           |
| ADD CHECK 6/99-(GIRLS SCOUTS-D.L.)  |    | 50.00     |
| ADD CHECK #1723 VOIDED              |    | 88.55     |
| SPECIAL FUND ACCOUNT TRANSFER       |    | 466.60    |
| WINTER CONFERENCE REGISTRATION 2002 |    | 7,750.00  |

TOTAL RECEIPTS \$40,854.26

EXPENDITURES

|                                     |  |             |
|-------------------------------------|--|-------------|
| MACO CONFERENCE                     |  | \$11,151.12 |
| MACO REGIONAL EDUCATION             |  | 8,69.50     |
| EXECUTIVE BOARD                     |  | 2,723.39    |
| LEGISLATIVE COMMITTEE               |  | 2,536.21    |
| CERTIFICATION & EDUCATION COMMITTEE |  | 983.12      |
| UCC COMMITTEE                       |  | 500.81      |
| MISCELLANEOUS ACCT.                 |  | 3,169.94    |
| PRES./NATIONAL CONV.                |  | 1,500.00    |
| DISTRICT CHAIR                      |  | 771.56      |
| SUMMER SEMINAR                      |  | 5,250.23    |
| HONORARIUM                          |  | 1,000.00    |
| HISTORIAN                           |  | 46.38       |
| FUTURE COMMITTEE                    |  | 91.77       |
| UNIFORM CONVEYANCE BLANKS           |  | 270.16      |
| BY-LAWS                             |  | 227.22      |
| VITALS                              |  | 680.19      |
| ABSTRACT                            |  | -0-         |
| TORRENS                             |  | 257.47      |
| CONFERENCE SEARCH                   |  | 86.20       |
| MRESA                               |  | 731.19      |
| RECORDER OF YEAR COMMITTEE          |  | - 0 -       |
| GIS                                 |  | - 0 -       |
| ERER                                |  | 1,692.66    |

|                                     |  |              |
|-------------------------------------|--|--------------|
| SUB-TOTAL EXPENDITURES              |  | \$ 34,539.12 |
| WINTER CONFERENCE REGISTRATION 2002 |  | 7,500.00     |
| SPECIAL FUND ACCOUNT TRANSFER       |  | 466.60       |

TOTAL EXPENDITURES 42,505.72

BALANCE 12-31-01 \$ 23,134.64

|                                                |  |           |
|------------------------------------------------|--|-----------|
| PIONEER BANK-ST. JAMES CHECKING ACCOUNT        |  | 14,134.64 |
| PIONEER BANK CERTIFICATE OF DEPOSIT NO 5002995 |  | 9,000.00  |

\$ 23,134.64

TOTAL





TREASURER'S REPORT CONTINUED  
JAN.-DEC.2001

BANK TRANSFERS 2001

OPEN NEW ACCOUNT/CLOSE OLD ACCOUNT

RURAL AMERICAN BANK CHECKING TO PIONEER BANK CHECKING \$2,000.00  
RURAL AMERICAN BANK CHECKING TO PIONEER BANK CHECKING 8,483.40

CASHED CERTIFICATE OF DEPOSIT #10017224 \$10,000.00, INTEREST \$679.99  
WAS DEPOSITED TO CHECKING 11/01

CASHED CERTIFICATE OF DEPOSIT #10016975 \$5900.28 INTEREST \$420.55  
DEPOSITED TO CHECKING 5/01



TREASURER'S REPORT  
MINNESOTA COUNTY RECORDER'S SPECIAL FUND  
FROM: JANUARY 1, 2001 TO DECEMBER 31, 2001

---

BALANCE 12-31-00 \$ 1,197.11

RECEIPTS

|                          |          |
|--------------------------|----------|
| INTEREST                 | \$ 17.32 |
| SUMMER SEMINAR DONATIONS | 2,059.37 |

TOTAL RECEIPTS \$ 2,076.69

EXPENDITURES

|                             |          |
|-----------------------------|----------|
| EUGENE PRESTEGAAD FUNERAL   | \$ 53.25 |
| SHERMAN ANDERSON FUNERAL    | 23.96    |
| KATHY CONLON SUMMER EXPENSE | 635.81   |
| KAY WRUCKE SUMMER EXPENSE   | 335.36   |

TOTAL EXPENDITURES \$ 1048.38

CASH BALANCE 12-31-01 \$2225.42



**MISCELLANEOUS EXPENSES**  
**JANUARY 1, 2001-----DECEMBER 31, 2001**

| <b>CHECK NO.</b>           | <b>AMOUNT</b>    | <b>REFERENCE</b>               |
|----------------------------|------------------|--------------------------------|
| <b>JANUARY -</b>           | <b>\$20.00</b>   | <b>IMAGING--BANK CHARGE</b>    |
| <b>DECEMBER- 2001</b>      | <b>44.00</b>     | <b>CHECKS--BANK CHARGE</b>     |
| <b>1872</b>                | <b>71.95</b>     | <b>MCRA POSTAGE</b>            |
| <b>1873</b>                | <b>168.18</b>    | <b>MISC. PLAGUES</b>           |
| <b>1878</b>                | <b>23.79</b>     | <b>MISC, LAMINATING</b>        |
| <b>1890</b>                | <b>25.88</b>     | <b>MILAGE/PLAQUE</b>           |
| <b>1893</b>                | <b>25.88</b>     | <b>MILAGE/PLAQUE</b>           |
| <b>1894</b>                | <b>48.68</b>     | <b>PLAQUE</b>                  |
| <b>1019</b>                | <b>34.00</b>     | <b>POSTAGE</b>                 |
| <b>1021</b>                | <b>65.44</b>     | <b>SIGNATURE/DEPOSIT STAMP</b> |
| <b>1036</b>                | <b>34.00</b>     | <b>POSTAGE</b>                 |
| <b>1039</b>                | <b>150.00</b>    | <b>WEBSITE REGISTRATION</b>    |
| <b>1042</b>                | <b>36.74</b>     | <b>ENVELPOES</b>               |
| <b>1045</b>                | <b>97.80</b>     | <b>TAPE RECORDER/SECRETARY</b> |
| <b>1046</b>                | <b>384.49</b>    | <b>NAME TAGS</b>               |
| <b>1047</b>                | <b>156.69</b>    | <b>SECRETARY BOOK</b>          |
| <b>1059</b>                | <b>399.38</b>    | <b>WEBSITE</b>                 |
| <b>1071</b>                | <b>100.00</b>    | <b>TREASURER BOND</b>          |
| <b>1096</b>                | <b>399.38</b>    | <b>WEBSITE</b>                 |
| <b>1101</b>                | <b>34.00</b>     | <b>POSTAGE</b>                 |
| <b>1103-1104</b>           | <b>75.18</b>     | <b>RETIRE PLAQUE/MILAGE</b>    |
| <b>1106</b>                | <b>610.94</b>    | <b>NAME TAGS-2ND ORDER</b>     |
| <b>1108</b>                | <b>163.54</b>    | <b>LEGAL NOTES PADS/PENS</b>   |
| <b>TOTAL MISCELLANEOUS</b> | <b>\$3169.94</b> |                                |



Minnesota County Recordors Association

OCTOBER 17, 2001

WORKSHEET FOR 2002 BUDGET

|                              | 1998 ACTUAL | 1999 ACTUAL  | 2000 ACTUAL  | 2001 ACTUAL  | 2002 BUDGET |
|------------------------------|-------------|--------------|--------------|--------------|-------------|
| 1. MACO DUES                 |             |              |              |              |             |
| 2. MACO Convention Exp.      | \$12,759.42 | \$ 11,772.73 | \$ 10,943.60 | \$ 11,151.12 | 13,500.00   |
| 3. MACO Reg. Ed. Exp.        | 1,857.21    | 1,760.67     | 1,000.00     | 869.50       | 2,500.00    |
| 4. MACO Legis. Exp.          | --0--       | --0--        | -0-          | -0-          | -0-         |
| 5. Summer Seminar            | 4,338.84    | 2,552.56     | 6,260.55     | 5,250.23     | 4,000.00    |
| 6 Executive Board Exp.       | 1,780.18    | 1,406.74     | 995.09       | 2,723.39     | 2,000.00    |
| 7. COMMITTEES                |             |              |              |              |             |
| 1. Legislative               | 6,061.63    | 3,940.44     | 1,909.71     | 2,536.21     | 3,000.00    |
| 2. Certification & Education | 2,461.51    | 570.78       | 163.45       | 983.12       | 3,000.00    |
| 3. UCC                       | 1,475.14    | 1,373.84     | 1,577.75     | 500.81       | 1,500.00    |
| 4. Future                    | --0--       | 65.00        | 50.37        | 91.77        | 500.00      |
| 5. By-Laws                   | --0--       | 47.85        | -0-          | 227.22       | 50.00       |
| 6. Vitals                    | 175.44      | 211.69       | 188.53       | 680.19       | 500.00      |
| 7. Abstract                  | --0--       | --0--        | -0-          | -0-          | 100.00      |
| 8. Torrens                   | 1,073.46    | 2,905.82     | 149.16       | 257.47       | 1,500.00    |
| 9. Historian                 | --0--       | --0--        | 49.89        | 46.38        | 100.00      |
| 10. Conference Search        | 107.34      | 141.12       | -0-          | 86.20        | 100.00      |
| 11. MRESA                    | 634.05      | 693.66       | 595.30       | 731.19       | 800.00      |
| 12. ERER                     | --0--       | --0--        | -0-          | 1,692.66     | 500.00      |
| 8. Miscellaneous             | 1,750.67    | 740.75       | 526.06       | 3,169.94     | 500.00      |
| 9. Treas/Sec. Honorarium     | 600.00      | 600.00       | 1000.00      | 1,000.00     | 1,000.00    |
| 10. Pres/National Conv.      | 1,000.00    | 1,000.00     | 3000.00      | 1,500.00     | 1,500.00    |
| 11. District Chair           | 1,319.28    | 1,099.82     | -0-          | 771.56       | 800.00      |
| 12. Uniform Convey Blanks    | 3,933.67    | 1,675.46     | 138.80       | 270.16       | 1,000.00    |
| 13. GIS                      | --0--       | --0--        | -0-          | -0-          | -0-         |
| 14. Recorder of the Year     | --0--       | 66.98        | -0-          | -0-          | -0-         |
| 15. Fee Study                | --0--       | 11,400.00    | -0-          | -0-          | -0-         |
| 16. Webmaster                |             |              |              |              | 1,000.00    |
| TOTAL                        | \$41,327.84 | \$44,025.91  | \$28,548.26  | \$34,539.12  | \$39,450.00 |





TREASURER'S REPORT  
 MINNESOTA COUNTY RECORDER'S ASSOCIATION  
 FROM: JANUARY 1, 2001 to DECEMBER 31, 2001

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| BY-LAWS                             |  | 227.22      |
| VITALS                              |  | 680.19      |
| ABSTRACT                            |  | -0-         |
| TORRENS                             |  | 257.47      |
| CONFERENCE SEARCH                   |  | 86.20       |
| MRESA                               |  | 731.19      |
| RECORDER OF YEAR COMMITTEE          |  | - 0 -       |
| GIS                                 |  | - 0 -       |
| ERER                                |  | 1,692.66    |

|                                     |  |              |
|-------------------------------------|--|--------------|
| SUB-TOTAL EXPENDITURES              |  | \$ 34,539.12 |
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TOTAL EXPENDITURES 42,505.72

BALANCE 12-31-01 \$ 23,134.64

|                                                |  |           |
|------------------------------------------------|--|-----------|
| PIONEER BANK-ST. JAMES CHECKING ACCOUNT        |  | 14,134.64 |
| PIONEER BANK CERTIFICATE OF DEPOSIT NO 5002995 |  | 9,000.00  |

\$ 23,134.64

TOTAL

TREASURER'S REPORT CONTINUED  
JAN.-DEC.2001

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MINNESOTA COUNTY RECORDER'S SPECIAL FUND  
FROM: JANUARY 1, 2001 TO DECEMBER 31, 2001

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|                          |          |
|--------------------------|----------|
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| SHERMAN ANDERSON FUNERAL    | 23.96    |
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| KAY WRUCKE SUMMER EXPENSE   | 335.36   |

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CASH BALANCE 12-31-01 \$2225.42

**MISCELLANEOUS EXPENSES**  
**JANUARY 1, 2001-----DECEMBER 31, 2001**

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|----------------------------|------------------|--------------------------------|
| <b>JANUARY -</b>           | <b>\$20.00</b>   | <b>IMAGING - - BANK CHARGE</b> |
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| <b>1894</b>                | <b>48.68</b>     | <b>PLAQUE</b>                  |
| <b>1019</b>                | <b>34.00</b>     | <b>POSTAGE</b>                 |
| <b>1021</b>                | <b>65.44</b>     | <b>SIGNATURE/DEPOSIT STAMP</b> |
| <b>1036</b>                | <b>34.00</b>     | <b>POSTAGE</b>                 |
| <b>1039</b>                | <b>150.00</b>    | <b>WEBSITE REGISTRATION</b>    |
| <b>1042</b>                | <b>36.74</b>     | <b>ENVELOPES</b>               |
| <b>1045</b>                | <b>97.80</b>     | <b>TAPE RECORDER/SECRETARY</b> |
| <b>1046</b>                | <b>384.49</b>    | <b>NAME TAGS</b>               |
| <b>1047</b>                | <b>156.69</b>    | <b>SECRETARY BOOK</b>          |
| <b>1059</b>                | <b>399.38</b>    | <b>WEBSITE</b>                 |
| <b>1071</b>                | <b>100.00</b>    | <b>TREASURER BOND</b>          |
| <b>1096</b>                | <b>399.38</b>    | <b>WEBSITE</b>                 |
| <b>1101</b>                | <b>34.00</b>     | <b>POSTAGE</b>                 |
| <b>1103-1104</b>           | <b>75.18</b>     | <b>RETIRE PLAQUE/MILAGE</b>    |
| <b>1106</b>                | <b>610.94</b>    | <b>NAME TAGS - 2ND ORDER</b>   |
| <b>1108</b>                | <b>163.54</b>    | <b>LEGAL NOTES PADS/PENS</b>   |
| <b>TOTAL MISCELLANEOUS</b> | <b>\$3169.94</b> |                                |

Minnesota County Recordors Association

OCTOBER 17, 2001

WORKSHEET FOR 2002 BUDGET

|                              | 1998 ACTUAL | 1999 ACTUAL  | 2000 ACTUAL  | 2001 ACTUAL  | 2002 BUDGET |
|------------------------------|-------------|--------------|--------------|--------------|-------------|
| 1. MACO DUES                 |             |              |              |              |             |
| 2. MACO Convention Exp       | \$12,759.42 | \$ 11,772.73 | \$ 10,943.60 | \$ 11,151.12 | 13,500.00   |
| 3. MACO Reg. Ed. Exp.        | 1,857.21    | 1,760.67     | 1,000.00     | 869.50       | 2,500.00    |
| 4. MACO Legis. Exp.          | --0--       | --0--        | -0-          | -0-          | -0-         |
| 5. Summer Seminar            | 4,338.84    | 2,552.56     | 6,260.55     | 5,250.23     | 4,000.00    |
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| 7. COMMITTEES                |             |              |              |              |             |
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| 2. Certification & Education | 2,461.51    | 570.78       | 163.45       | 983.12       | 3,000.00    |
| 3. UCC                       | 1,475.14    | 1,373.84     | 1,577.75     | 500.81       | 1,500.00    |
| 4. Future                    | --0--       | 65.00        | 50.37        | 91.77        | 500.00      |
| 5. By-Laws                   | --0--       | 47.85        | -0-          | 227.22       | 50.00       |
| 6. Vitals                    | 175.44      | 211.69       | 188.53       | 680.19       | 500.00      |
| 7. Abstract                  | --0--       | --0--        | -0-          | -0-          | 100.00      |
| 8. Torrens                   | 1,073.46    | 2,905.82     | 149.16       | 257.47       | 1,500.00    |
| 9. Historian                 | --0--       | --0--        | 49.89        | 46.38        | 100.00      |
| 10. Conference Search        | 107.34      | 141.12       | -0-          | 86.20        | 100.00      |
| 11. MRESA                    | 634.05      | 693.66       | 595.30       | 731.19       | 800.00      |
| 12. ERES                     | --0--       | --0--        | -0-          | 1,692.66     | 500.00      |
| 8. Miscellaneous             | 1,750.67    | 740.75       | 526.06       | 3,169.94     | 500.00      |
| 9. Treas/Sec. Honorarium     | 600.00      | 600.00       | 1000.00      | 1,000.00     | 1,000.00    |
| 10. Pres/National Conv.      | 1,000.00    | 1,000.00     | 3000.00      | 1,500.00     | 1,500.00    |
| 11. District Chair           | 1,319.28    | 1,099.82     | -0-          | 771.56       | 800.00      |
| 12. Uniform Convey Blanks    | 3,933.67    | 1,675.46     | 138.80       | 270.16       | 1,000.00    |
| 13. GIS                      | --0--       | --0--        | -0-          | -0-          | -0-         |
| 14. Recorder of the Year     | --0--       | 66.98        | -0-          | -0-          | -0-         |
| 15. Fee Study                | --0--       | 11,400.00    | -0-          | -0-          | -0-         |
| 16. Webmaster                |             |              |              |              | 1,000.00    |
| TOTAL                        | \$41,327.84 | \$44,025.91  | \$28,548.26  | \$34,539.12  | \$39,450.00 |



REPORT OF THE AUDITING COMMITTEE

Gail Miller PRESIDENT  
MINNESOTA COUNTY RECORDERS ASSOCIATION

Remille MINNESOTA  
COUNTY

WE HAVE EXAMINED THE REPORTS, CHECKED RECEIPTS AND  
EXAMINED DISBURSEMENTS OF THE TREASURER OF THE  
MINNESOTA COUNTY RECORDERS ASSOCIATION  
FOR THE PERIOD OF -

JANUARY 1, 2001 -TO JANUARY 1, 2002

IT IS OUR OPINION THAT THE RECORDS CORRECTLY REFLECT THE INCOME AND  
EXPENSE OF THE ASSOCIATION FOR THE PERIOD ABOVE STATED.

SUBMITTED:

James V. Johnson  
Mary Ann DeHaest  
Richard Meinard

