



Minnesota Electronic Real Estate Recording Commission (ERERC)

Date and Time Meeting Scheduled:	July 22, 2010 1:30 PM	
Meeting Location:	400S State Office Building	
Attendees:	X – In attendance E – Excused NA – Not in Attendance	
	Teresa Bulver, US Bank	E
	Jeff Carlson, US Recordings	X
	Michael Cunniff, Hennepin County	X
	Shawn Rounds, Minnesota Historical Society	X
	Eileen Roberts, William Mitchell College of Law	X
	Pam Trombo, US Recordings	X
	Jeff Walker, Itasca County	E
	Kay Wrucke, Martin County	X
	Sally Olson, Staff - LCC	X
	Diane Henry-Wangensteen, Staff – LCC	X
Observers/Guests in Attendance:	Jeanine Barker, Lyon County Kris Basilici, Carlton County Larry Dalien, Anoka County John Hagen, Department of Revenue Rob Reitz, First American Title Insurance Company Dallen Miner, Simplifile Teresa Mitchell, Dakota County Bill Mori, TriMin Jason Parker, Department of Revenue Bonnie Rehder, Clay County Jinnelle Weis, Burnet Title <i>Note: Others may have been in attendance but did not sign the attendance sheet.</i>	

1. Call To Order

The ERERC meeting was called to order by Mike Cunniff, Chair, at 2:02 pm. A quorum was present.

2. Agenda

Kay Wrucke requested to add discussion regarding original and electronic signatures to the other business section of the agenda. Jeff Carlson moved approval of the revised agenda. Ms. Wrucke seconded the motion. **The motion prevailed.**

3. Approval of Minutes

Mr. Carlson moved approval of the July 22, 2010 meeting minutes. Ms. Wrucke seconded the motion. **The motion prevailed.**

4. eCRV Update

John Hagen Director of the Property Tax Division for the Department of Revenue (DOR) and Jason Parker, DOR, reviewed the developments of the interim “electronic” submission process for the CRV. This process was one of the two interim options proposed by DOR during the June 29, 2010 meeting that would allow for the submission of CRVs electronically prior to the statewide adoption of the eCRV. Mr. Parker detailed the process for this interim option. He advised that a

test version of this interim option might be ready by the following week and that testing would occur in the following counties: Clay, Lyon, Martin and tentatively St. Louis. Discussion ensued. Mr. Parker asked for the help of the ERERC and all interested counties to methodically review the process. Discussion ensued. Mr. Cunniff expressed appreciation to the Department of Revenue in their efforts of developing the interim option. Discussion ensued regarding methods of communication to industry members regarding the interim option to increase awareness statewide.

5. Subcommittee Reports

a. Trusted Submitter

Mr. Carlson advised that the list of trusted submitters can be accessed at <http://www.commissions.leg.state.mn.us/erer/submitters.html>. Discussion ensued of the posting and process of memorandum of understanding (MOU) for the trusted submitter. Mr. Carlson explained that the intent of the process is for the trusted submitter to submit one completed MOU that would allow all counties to work with the specific trusted submitter.

b. County Recording

Larry Dalien advised that he, Pam Trombo and Kris Basilici had reviewed the other document types that the Commission had asked the group to consider: foreclosure and mortgage modification documents. Mr. Dalien advised that they were looking forward to having information for the Commission to review at the September meeting.

6. Chair and Vice Chair Elections

Ms. Wrucke motioned to nominate Mike Cunniff as chair. Eileen Roberts seconded the motion. **The motion prevailed.** Eileen Roberts motioned to close the nominations for chair. Mr. Carlson seconded the motion. **The motion prevailed.** A vote was held and Mr. Cunniff was elected chair. Ms. Wrucke motioned to nominate Jeff Carlson as vice chair. Ms. Roberts seconded the motion. **The motion prevailed.** Ms. Roberts motioned to close the nominations for vice chair be closed. Ms. Wrucke seconded the motion. **The motion prevailed.** A vote was held and Mr. Carlson was elected vice chair.

7. Future Meetings

Future meetings were reviewed. It was determined to continue to hold the meetings monthly and to continue to hold the meetings at the State Office Building until the beginning of the legislative session. The August 19, 2010 meeting was canceled. The September meeting was moved from September 16, 2010 to September 9, 2010.

8. Other Meetings

Discussion ensued if what appears to be an electronic signature on a paper real estate document can be accepted by a county. It was decided by the Commission that further counsel will be sought out for clarification.

9. Adjournment

There being no further business to discuss the meeting was adjourned. The meeting adjourned at 4:11 pm.

Respectfully submitted,

Michael Cunniff, Chair