



Minnesota Electronic Real Estate Recording Commission (ERERC)

Date and Time Meeting Scheduled:	September 18, 2008 1:30 PM	
Meeting Location:	MSRS Building, 60 Empire Drive, St. Paul MN	
Attendees:	X – In attendance E – Excused NA – Not in Attendance	
	Jeanine Barker, Lyon County	X
	Teresa Bulver, US Bank	X
	Jeff Carlson, US Recordings	X
	Michael Cunniff, Hennepin County	X
	Robert Horton, Minnesota Historical Society	E
	Eileen Roberts, William Mitchell College of Law	X
	Ryan Tangen, Becker County	X
	Sally Kidd, Legislative Coordinating Commission	X
	Diane Henry-Wangenstein, Legislative Coordinating Commission	X
Observers/Guests in Attendance:	Kris Basilici, Carlton County Larry Dalien, Anoka County Lynn Etter Schrupp, McLeod County Bill Mori, TriMin Systems Pam Trombo, US Recordings Jennifer Wagenius, Washington County Jinnelle Weis, Burnet Title Kay Wrucke, Martin County <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 1:41 pm. A quorum was present.

2. Approval of Agenda

Eileen Roberts moved approval of the agenda. Ryan Tangen seconded the motion. THE MOTION PREVAILED.

3. Approval of Minutes

Jeff Carlson moved approval of the August 18, 2008 meeting minutes. Teresa Bulver seconded the motion. THE MOTION PREVAILED.

4. Introductions

Mr. Cunniff welcomed and introduced the public members in attendance at the meeting.

5. Approval of Commission Rules

Mr. Cunniff reminded members the rules before them were originally from the Electronic Real Estate Recording Task Force. Mr. Cunniff noted that some Commission members had recommended modifications to the document. Ms. Diane Henry-Wangenstein briefly reviewed the changes to the document. She pointed out it was decided to continue the completion of annual reports in order to benchmark the work completed by the Commission. In regards to resolutions, Ms. Henry-Wangenstein explained verbal resolutions were allowable, but written resolutions were preferred. Mr. Tangen pointed out that Article 3 Section 9 of the Commission Rules referred to co-vice chairs as opposed to a singular vice chair.

Jeanine Barker moved approval of the Commission Rules with an amendment to Article 3 to refer to only one vice chair as opposed to co-chairs. Mr. Carlson seconded the motion. THE MOTION PREVAILED.

6. Transitional Process Update (Website)

Ms. Henry-Wangenstein explained the LCC was still working on obtaining all the documents from the Secretary of State's Office to post on the Commission web site.

7. Discussion of Validation Systems

Pam Trombo, US Recordings, presented to the Commission on schemas, XML and Validation. She also gave an overview of what has already been done in this area as well as topics to be addressed for the future. Ms. Trombo stood for questions. Discussion ensued.

8. Discussion of Work Plan

The work plan was discussed in conjunction with agenda item 11, Legislative Budget Process Considerations. Ms. Henry-Wangenstein informed the Commission that LCC Director Greg Hubinger suggested the Commission first identify work plan and then come up with a cost for that plan to take to Legislature. The Commission should also approach the original bill authors to see what they had in mind in terms of funding for the Commission.

Ms. Henry-Wangenstein noted she also discussed funding possibilities with Bert Black. Mr. Black suggested the Commission seek funding opportunities either through fees with counties or legislative appropriations. He suggested the Commission approach Senator Betzold, Chair of State Government Budget Committee, regarding possible appropriations. Ms. Henry-Wangenstein informed the Commission that 2009 is the budget year in the biennium and that December 1, 2008 is the deadline to submit costs.

Members then discussed forming a Subcommittee to develop a work plan. That work plan would then be brought before the entire Commission at the October 24, 2008 meeting. It was decided that Mr. Cunniff would Chair the Subcommittee and the membership will consist of Jeff Carlson, Jeanine Barker, Ryan Tangen and public attendee Larry Dalien.

9. Trusted Submitter Subcommittee

Members discussed the creation of a Trusted Submitter Subcommittee. The purpose of

the Subcommittee is to make it clear that the Commission wants to partner with the trusted submitter industry. Jinnelle Weis, public attendee and former chair of the ERERTF Trusted Submitter Subcommittee, agreed to serve on the Subcommittee.

Mr. Tangen made a joint motion to create the Trusted Submitter Subcommittee and for Mr. Carlson to serve as Chair of the Subcommittee. Ms. Roberts seconded the motion. THE MOTION PREVAILED.

10. Hosting of Recording of County Electronic Recording Activity

Ms. Henry-Wangenstein informed the Commission that the Secretary of State's Office utilized a specific program to record county electronic recording activity. Ms. Henry-Wangenstein stated that she would need to connect with Bonita to see if the LCC would be able to utilize this program.

Public attendee Kris Basilici informed the Commission that the MACO Web Site Subcommittee recently decided to host the recording of county electronic recording activity on their web site. MACO, however, is only able to collect data regarding what is recorded on paper and what is recorded electronically and if done electronically at what level (i.e.; level 2, level 3). Member discussion ensued regarding the MACO offer to host the recording of county electronic recording activity.

Ms. Barker moved the Commission accept MACO's offer to host the recording of county electronic recording activity on their web site. Ms. Roberts seconded the motion. THE MOTION PREVAILED.

11. Legislative Budget Process Considerations

Mr. Cunniff noted that the topic of legislative budget process considerations had already been addressed as an element of agenda item 8, discussion of work plan.

12. Other Business Items

Member discussion ensued regarding the technical position on the Commission. Members discussed appointing both Pam Trombo and Ben Marczak to serve as the technical members on the Commission. Technical members will serve as non-voting members.

Mr. Carlson moved that the Commission appoint Pam Trombo and Ben Marczak as the technical members of the Commission. Ms. Barker seconded the motion. THE MOTION PREVAILED.

13. Adjournment

There being no further business, Ms. Roberts moved adjournment of the Commission. Ms. Bulver seconded the motion. THE MOTION PREVAILED.

The meeting of the Electronic Real Estate Recording Commission adjourned at 3:35 pm.