

Minutes

Proofed by Annette Hill: March 26, 2019

Board of Directors Meeting
Property Records Industry Association
11 a.m., ET, Wednesday, March 20, 2019
Via Conference Call

Present for the call:

Larry	Burtness	President	Yes
Jerry	Lewallen	Vice President	Yes
Annette	Hill	Secretary	Yes
Zachary	Zaharek	Treasurer	Yes
Joyce	Mascena	At-large Director	Yes
Gerald	Smith	Director - Government	Yes
Diane	Swoboda Peterson	Director - Government	Yes
Chris	Walker	Director - Government	Yes
Elizabeth	Blosser	Director - Business	No
Charlie	Epperson	Director - Business	Yes
Jana	Miyasaki	Director - Business	Yes
Penny	Reed	Director - Business	No
Mark	Ladd	At-large Director	Yes
Richard	Bramhall	Advisory Council	Yes
Carol	Foglesong	Advisory Council	No
Steve	McDonald	Advisory Council	No
Marc	Aronson	Advisory Council	Yes
Kelly	Romeo	Advisory Council	No
Dan	Shmukler	Education	No
Dan	Crank	Education	No
Liz	Kelly	Membership	No
John	Murphy	Membership	No
David	Rooney	Standards/Practices	Yes
Nakia	McFarland	Standards/Practices	No
Tim	Nanney	Governance	No
Ryan	Crowley	Governance	No
Carolyn	Ableman	PREP Coordinator	Yes
Stevie	Kernick	Chief Staff Officer	Yes
Mallory	Robinson	Administrative Support	No

Call To Order

President Larry Burtness called the meeting to order at 11:01 a.m., ET.

Approval of the Consent Agenda

On a motion by Diane Swoboda Peterson and a second by Annette Hill, the board approved the consent agenda as distributed.

Old Business

Financial Oversight Committee

Burtness reported on behalf of the Financial Oversight Committee that met on March 12, 2019, to determine how to invest the \$45,275 that the board approved for the reserve fund following the results of the 2017-18 Annual Review. They decided to put the money into a 12-month CD with Towne Investments.

The board will receive a quarterly report on the status of investments at the April 17 board meeting, as defined by the PRIA Investment Policy.

Nominating Committee

Jerry Lewallen, chair, said the committee identified 40 potential future leaders via a survey and 17 of those attended the Winter Symposium and the Future Leaders Lunch held during the conference. There already have been several people attending the lunch who have volunteered for an existing committee.

The Nominating Committee will decide whether to host another lunch at the Annual Conference in Colorado Springs.

Bylaws Review

Zach Zaharek provided a summary of the current bylaws review. The Governance Committee began reviewing the bylaws in the 4th quarter of 2018 with two specific goals in mind: revising the language surrounding membership categories and also simplifying the current bylaws language. During the most recent meeting, the committee worked on the section defining indemnification.

The board will have a highlight sheet to review at the April 17 board meeting.

Winter Symposium 2021

Stevie Kernick explained that her negotiations with the Renaissance Downtown Phoenix have resulted in a drop in the room rate from \$229 to \$219 but an increase in the food & beverage commitment to \$60,000 (from \$50,000). She explained that the pro forma she generated on the food & beverage costs for the conference totaled \$56,000 based on 180 attendees. She asked for the board's approval to proceed with the contract based on these basic criteria.

On a motion by Swoboda Peterson and a second by Mark Ladd, the board approved the Renaissance contract with a room rate of \$219 and a food & beverage commitment of \$60,000.

Strategic Planning

Kernick reminded those planning to attend the strategic planning session, April 24-25, in Colorado Springs to reserve their hotel accommodations online. She said the information about the planning meeting is on the members-only side of the website under “Board of Directors and Leadership.”

Stewardship Policy

Kernick explained that a taskforce consisting of Carol Foglesong, Kelly Romeo and Marc Aronson met to draft a policy to establish a cycle for reviewing PRIA approved publications. This policy was initially presented to the board at the February 25 meeting in Greenville.

On a motion by Ladd and a second by Gerald Smith, the board approved the policy as presented.

eRecording Maps and Surveys

Kernick reported that she recently completed an application on the Esri website to qualify for an ArcGIS license with Esri as a non-profit entity. This is the first step in being able to utilize the mapping system to display different layers of information (PIN usage, eRecording information) about county operations. The second step is a tutorial about how to use the maps and accompanying forms to update the maps, which will be provided by ProWest & Associates but there will be cost involved with this training.

The other issue that has surfaced with posting the maps to the members-only side of the website is that each person then accessing the maps would need a unique login to the Esri maps. Most counties have an Esri account through their GIS department so this would not be a significant problem for government but would be for business.

Ladd suggested that price should not be a major deterrent to this project since the maps could be used to layer predictable fees, electronic notarization and other elements that PRIA tracks.

New Business

New Recorder Video

There was a link provided in the agenda to the New Recorder Video that was developed by a taskforce of the Education Committee. The goal for this video is to distribute to state recorders who were elected in November 2018.

On a motion by Charlie Epperson and a second by Joyce Mascena, the board voted to approve the video for publication.

New Work Project Ideas

Burtness said that with a number of current projects ending, it's time to consider adding new work projects to the pipeline. He noted several that have been suggested:

- eRecording best practices for submitters
- LRMS follow up – RFP sample
- Sample MOU (eRecording models) – government to eRecording vendor – could follow upon models project
- Promoting eRecording and eNotarization

Board Deliverables

Kernick reviewed the current list of board deliverables.

Next Meeting

The next meeting of the Board of Directors will be Wednesday, April 17, 11 a.m., ET.

Adjournment

On a motion by Hill and a second by Mascena, the meeting adjourned at 11:57 a.m.

Larry Burtness, president

Stevie Kernick, recording secretary