

**County Real Estate Web Portal Board
November 18, 2008 Minutes
Marriott Hotel & Conference Center, Coralville, Iowa**

Voting Members Present

Ken Kline, Chair
Holly Fokkena
Diane Swoboda Peterson
Deb Roberts
LaRayne Riccadonna
Kathy Croker
Peggy Weitl
Mike Grandon

Representing

ISACA, Auditors' Affiliate, (Cerro Gordo County)
ISACA, Auditors' Affiliate, (Butler County)
ICRA, Recorders' Affiliate, (Woodbury County)
ICRA, Recorders' Affiliate (Floyd County)
ISAA, Assessors' Affiliate, (Polk County)
ISAA, Assessors' Affiliate (Buena Vista County)
ISCTA, Treasurers' Affiliate, (Carroll County)
ISCTA, Treasurers' Affiliate, (Cerro Gordo County)

Advisory Members Present

Mary Maloney
Marsha Carter

Iowa Tax & Tags, (Polk County)
ISACA (Shelby County)

Guests Present

Michael Tutty
Deb McDaniel
Eric Stierman
Mark Carr

DAS-ITE
DAS-ITE
ISCTA (Dubuque County)
ABC Virtual

The meeting of the County Real Estate Web Portal Board of Directors (CREW Board) was called to order at 4:05 p.m. by Ken Kline.

Designation of Voting Members:

Auditors:	Ken Kline	Holly Fokkena
Recorders:	Diane Swoboda Peterson	Deb Roberts
Treasurers:	Peggy Weitl	Mike Grandon
Assessors:	LaRayne Riccadonna	Kathy Croker

Introductions were made.

Kline outlined the proposed agenda.

It was moved by Croker, seconded by Riccadonna to approve the minutes of the September 24, 2008 CREW Board meeting. Motion carried.

It was moved by Roberts, seconded by Weitl to approve the Treasurer's Report showing a current balance of \$21,941.98. Motion carried.

Grandon & Weitl reported they had audited the books of the Treasurer just prior to the meeting and that all accounts were accurate for the period of 11/28/07 to 11/18/08. It was then moved by Croker, seconded by Peterson to approve the audit and reaffirm the FY09 Budget as adopted September 24, 2008. Motion carried.

It was then the time for election of officers for Fiscal Year 2009. Kline indicated that he desired to continue in the roll of Project Manager and in light of that he desired to step down from the CREW Board at the close of this meeting. He indicated that as President

of the Auditor's Affiliate, he had appointed Marsha Carter, Shelby County, to fill that vacancy. Kline then asked for nominations from the floor. Peterson moved to nominate Ken Kline as Chair, which he declined. It was then moved by Kline, seconded by Croker to nominate Marsha Carter as Chair. It was moved by Grandon, seconded by Croker to nominate Holly Fokkena as Secretary/Treasurer. It was moved by Riccadonna, seconded by Roberts to nominate Croker as Vice-Chair. It was then moved by Croker, seconded by Riccadonna that nominations cease and a unanimous ballot be cast. Motion carried.

Kline then updated those present on the current status of testing. He indicated that ISACA and ITAT had been testing with Iowa Inactive until a server went down and remained down for quite some time. Kline reported that he has now been informed by Iowa Interactive that the server is back up, but that Iowa Interactive was placing the CREW project on hold until after January 1st to allow for the completion of other projects with more pressing deadlines. Iowa Interactive assured Kline that by January 15, 2009 Iowa Interactive would again be able to devote considerable resources to the completion of the CREW project.

ISTEA member Weitzl reported that bugs in their data will be looked at now that Iowa Interactive's server is back on line. She indicated that the debugging process was problematic while the server was down.

Kline reiterated that at a prior CREW Board meeting the Assessors had determined that instead of populating the consolidated page, a link would be put in place directing users to the Assessor's data. He inquired as to what data the Treasurers would display on the consolidated page. He did indicate that after discussions with both groups he believed all were in agreement that only current year data would be displayed with a flag of some type indicating there may be additional information.

Roberts reported that the indexing service for Iowa Land Records is back on line. Users can now see the data for a property, but not actual images of documents. Redaction is on hold until clarification by the legislative subcommittee.

Kline reminded that the CREW Board had determined that CREW would not be connecting to the Iowa Land Records site at this time. Others present stated they believed that CREW should connect now because data is available, just no document images. Kline stated that Phil Dunshee led him to believe that other connectivity issues exist that would impede connecting now. Kline requested that Roberts and Peterson speak to Dunshee to determine the future of connecting to the two sites.

Kline spoke of the project lacking a determined end date. He indicated his belief that with the recent policy changes made by affiliates regarding links instead of additional data populating the consolidated page, the CREW site could be operational by the end of February 2009. He stressed that this completion date would entail a very concerted effort by all those involved for approximately 30 day period beginning January 15, 2009.

The future of the project was discussed with Phase II being the linking with the Assessors and Phase III the linking with Iowa Land Records.

McDaniel indicated that DAS-ITE resources are available in January and agrees with Kline's assessment of the possible end date in February. Grandon stated his confidence in Kline as Project Manager to see this project completed in the very near future.

Kline requested each affiliate inquire as to whether the Business Rules for CREW had been adopted and if they had not, request they be adopted and implemented no later than January 15, 2009. He asked that each affiliate report back to him on the issue.

Kline requested that his position as Project Manager be extended beyond the original time period (December 31, 2008) to allow him to see the project through to completion. It was moved by Peterson, seconded by Grandon to extend said appointment indefinitely. Motion carried.

Prior to the close of the meeting, it was determined that in order to expedite continued debugging, McDaniel would issue a new updated bug list and Tutty would set up another tutorial web conference on the debugging process.

There being no further business appearing before the board, Kline declared the meeting adjourned.

Respectfully submitted,

Holly A. Fokkena
Secretary-Treasurer