



North Dakota Association of REALTORS®

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Minutes

Technology Committee

January 27, 2016

East Heritage Room, Ramada Bismarck Hotel
Bismarck, ND

Present: Clyde Thorne, Chair, Elizabeth Nelson, Vice Chair, Lorrie Nantt, Director Liaison (joined at 10:30 a.m.), Jamie McLean, Greg Larson (as Director Liaison until 10:30 a.m.), Sheila Rothstein, Ray Heck, Heidi Hilzendeger, Amy Hullet, Melissa McDaniel, Shane Cullen, Nick Leavy, Chris Volk, Jill Kjorstad

Absent: None

Guests: AEs: Nancy Deichert, John Colter, Barb Lupo; Dave Blumkin, Lyn Dwyer, Nicole Schoeder, Olivia Wellenstein, Mary Shelkey Miller

Staff: Jill Beck, Jane Marum

Clyde Thorne, Chair, called the meeting to order. Welcome and introductions were made.

The video, "Fiduciary Duties Owed by Directors of Associations," was viewed.

Minutes from the June 10, 2015 meeting were approved as presented. **M/S/C**

The Committee Purpose was reviewed. No changes were recommended.

The Strategic Plan Goals for the committee were reviewed. The Technology Committee Goal Statement was developed as follows: Increase information awareness through timely training and updates.

Goal #3 discussion included:

- Develop technology ideas at the state level but implement at the local level
- Share security information possibly through a blog – staff to work with Chris Volk on info sheet including safety of client information
- Regular dissemination of 1) a basic tech skill with a link to the information, 2) "Did You Know" tips, and 3) Tech Tip Tuesday or Thursday type postings including hashtags for both Facebook and Twitter
- Hold a Google class
- Encourage local boards to do training on their MLS system
- Introduce members to Twitter
- Clyde reported that the Technology Committee successfully tested a livestream meeting using Google Hangouts and recommended further use of that program.
- Encourage use of the Technology Hotline which is a free benefit to members
- Future use of the online new member orientation which is currently being developed by NDAR staff

- Develop a communications platform for Tech Committee members. Staff will share committee roster with Chris Volk

Goal #3(2) discussion included:

- A joint task force with the Membership Services Committee has met and will be making a recommendation on the Desktop Reference Guide to the Membership Services Committee and Board of Directors at tomorrow's meeting.
- Assist members in locating and downloading the Call to Action app

Goal #3(8) discussion included:

- Reminders to donate to RPAC
- Education to members on Calls for Action by Government Affairs Committee and through local board new member orientation
- Assist members in downloading apps

Melissa McDaniel, Ray Heck, and Sheila Rothstein volunteered to be on a social media task force to come up with ideas for a committee name change that is less intimidating to members.

Clyde asked committee members to share their favorite apps:

- Taxbot – Expense tracking system
- Google Drive – Cloud Storage
- TurboScan – Document and receipt scanner
- iScan – Mobile scanner
- Google Docs – Create & edit documents
- ND Guaranty & Title Palm Agent – Net sheet and closing costs app
- LastPass – Password manager
- Passwords Plus – Password manager
- Scannable – Mobile scanning
- Nextdoor – Private social network for your neighborhood
- HP All-in-One Printer remote app – Print, scan and check ink levels remotely
- Not an app but understanding of domain extensions – recognizing those used in other countries

The committee discussed what “involvement” means to this committee and the consensus was that it means to increase online communications and increase training and awareness through social media, technology training and training updates.