

GSCCCA Update

Vol. 15, No. 2
June 2011

An update on the activities of the Georgia Superior Court Clerks' Cooperative Authority

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Authority About Town

The Authority takes advantage of opportunities to reach the public and provide education on

who we are and what we do, including our critical relationship with Superior Court Clerks. Some of these opportunities have included educational sessions for the Community Bankers Association of Georgia (CBA), UCC eFile programs for a number of banks, Fines & Fees training for DeKalb County Recorders Court including three judges, UCC training at UGA Law School, and notary public workshops for various groups.



On March 15th, Authority Communications Director Mike Smith (pictured above with NALS Chapter President Leslie Keys, PLS, on left, and Authority Training Coordinator Rachel Rice, on right) was a guest speaker at the monthly meeting of the Atlanta Chapter of the National Association of Legal Secretaries (NALS). NALS is a professional organization comprised of legal secretaries that promotes education among its

members as they work toward professional designations within the field. The presentation provided credit hours for the NALS members in attendance, most of whom are currently notaries.

Mike walked the group through a presentation highlighting the “do’s and don’ts” of a notary public including where to receive a commission and the importance of Superior Court Clerks to notaries public. The group was attentive and asked many questions which Mike addressed. NALS was

very appreciative of Mike’s efforts to educate their members. ■

2011 Training Schedule

Classroom Training:

Real Estate Indexing Standards Training

June 29	Danielsville	Madison Co.
July 27	Dallas	Paulding Co.
Aug. 16	Tifton	Charles Kent Admin. Building
Sept. 13	Forsyth	Monroe Co. Justice Center

Webinars: UCC Training

August 10	Webinar
November 3	Webinar

April Board Meeting Review

The Authority Board met on April 27 for its quarterly meeting. Following is a summary of the reports and actions of the meeting.

General Business:

The minutes of the January 26, 2011 board meeting were approved unanimously by the Board.

The "Accountant's Review of the Financials" was presented and it was reported that accounts receivables remain steady but bad debt has increased slightly due to the soft economy. It was also reported that Authority restricted cash has increased because of liability related to image prints due the counties. Authority staff was commended for controlling expenses.

It was reported that revenues and accounts receivable are stable. Total assets are up 2.6M but 1.6M is a pass-through of Fines and Fees collections. Direct access subscriber revenue is on target budgetarily and within \$54K of estimates. A motion to approve the financial reports as presented was approved unanimously by the Board.

FY 2012 Budget:

A report was given on the 2011-12 budget, and it was reported that revenue has been flat compared to budget while expenses have decreased due to cost-saving measures implemented by staff.

The proposed 2012 budget accounts for re-opening the equipment replacement program due to cost-savings, primarily with the Authority moving towards a less-costly microfilm process for clerks. The Authority staff was again commended for implementing cost-saving measures. A motion to adopt the FY 2012 Budget as presented was approved unanimously by the Board.

UCC Project:

It was reported there has been a slight increase in the number of UCC filings. March 2011 saw almost 20K filings statewide, a positive sign indicating economic conditions may be improving.

Fines & Fees Division:

An update was given on the Fines & Fees Division. Annualized collections are expected to be down 5%-6% compared to the previous year. Compliance rates of courts reporting and remitting are "exceptionally high" which is very positive. Staff was commended for their hard work.

Microfilm RFQ Report:

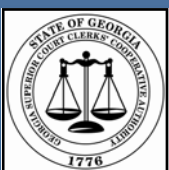
An update was provided on the work of the Microfilm RFQ Committee. First, background information was provided on the process of soliciting quotes from potential vendors in order for the Authority to select a sole vendor for providing microfilm services to all Superior Court Clerks. Twenty-one vendors responded to the initial RFQ. Prices ranged from .09 to 4.0 cents. The procurement process was managed by a committee comprised of David Williams, Andy Wightwick and John Earle. Gary Yates acted as a liaison to the vendors and was not a voting member of the committee.

A motion to accept the Microfilm RFQ Review Committee's recommendation for selection of a primary microfilm vendor was approved unanimously by the Board.

The motion read as follows: *I move that the recommendation of the Microfilm RFQ Review Committee be approved and adopted; that the Authority Executive Director, in consultation with and approval of the Office of the Attorney General, be authorized to negotiate and execute a contract with the committee's primary recommended vendor, **THE DRS GROUP OF GEORGIA INC.**, providing for microfilm services as specified in the RFQ with services to commence on or before July 1, 2011; that in the event a suitable contract cannot be negotiated with said vendor in a timely manner that the Executive Director proceed to negotiate and execute a contract with the committee's secondary recommended vendor, **AFFILIATED COMPUTER SERVICES INC., (Digital Information Systems LLC)**; that the current microfilm provisioning arrangement with current vendors be terminated as of Deed Docket instruments having a filed date of May 31, 2011; that current vendors be required to submit all invoices for microfilm on or before July 29, 2011 to be eligible for payment; that the Executive Director and Authority Staff be authorized to take such actions as needed to implement this Resolution and that the Executive Director report back to the Authority Board regarding the results of this matter.*

eFiling Project:

An update was given on the project, and it was reported that participation in the eFiling of real estate documents was voluntary on the clerks'



Board Meeting Review — Cont. from Page 2

part, and that the clerk retained control of the process. The committee has now completed its initial charge, and was commended for its hard work. A motion to accept the draft Standards as presented by the eFiling Committee was approved unanimously by the Board.

The Board requested Authority staff to send the Standards to clerks, vendors and the AG for comments; gather all comments by June 1, 2011; reconvene the eFiling Committee to review the comments; and provide their findings at the July 13, 2011 Board meeting. Authority staff was further instructed to continue working on the technical standards and to conduct educational forums with clerks.

Training Update:

An update on training efforts was presented. Twenty clerks and deputy clerks have successfully completed the R.E. Indexing Certification Exam. The Authority currently offers five online training courses that are regularly reviewed for legislative changes that may affect course content. The goal is to add more courses as needed.

The first UCC webinar on March 8 saw a record number of participants with twenty-nine clerks and clerks' employees accessing the online class.

Premium Subscriber Accounts:

It was reported that the Premium Subscriber Ac-

count was being offered free-of-charge through October 1, 2011 in order to receive feedback from users. It was noted that the Authority Board had adopted a fee of \$32.95 per month for the Premium Search Account. Since that vote, feedback has indicated that \$32.95 may be too expensive. Feedback was solicited from board members and a discussion was held.

A motion to reduce the Premium Subscriber Account fee to \$24.95 per month and make such fee effective October 1, 2011 was approved unanimously by the Board. The Board also agreed to look at the Premium Subscriber Account user history at the January 2012 Board meeting and re-evaluate as necessary.

Historical Deed Project:

A motion to continue the suspension of the Historical Deed Project and re-visit the project at each subsequent Authority Board meeting was approved unanimously by the Board.

Other Issues:

A legislative update was provided, and it was reported that HB 41 specifically excludes the Judicial Operations Fund Fee from applying to notary public applications. HB 198 (Sunset Bill) failed to be brought up for a vote before the legislature. However, the bill will be held over until 2012 which is the second year of the two-year legislative cycle. HB 198 also contains a repeal of the sunset of the Authority databases. ■

Real Estate Training a Hit!

The first Real Estate Indexing Standards training class for 2011 was held on May 11 in Springfield, Georgia, and was hosted by Elizabeth Hursey, Clerk of Superior Court of Effingham County. The instructor, Gary Yates, provided information to the class of seventeen on the origins of the Real Estate Indexing Standards and the purpose of having indexing standards today.

Much of the class was then spent reviewing hard-to-index instruments such as pooling trust agreements. Gary reviewed several examples to determine whether they should be indexed or not, and encouraged the class to first identify the names, then identify the trustees and finally identify the trust. Other issues and common mistakes were reviewed such as indexing government names and spacing properly.

The next Real Estate Indexing Standards training class will be held on June 29 in Danielsville, and will be hosted by Michelle Strickland, Clerk of Superior Court of Madison County. Go to www.gsccca.org/training to register for all training courses. Contact Rachel Rice (404-327-7322 or 800-304-5175 x1010 or rachel.rice@gsccca.org) with questions.

