The January 8, 2013 meeting was conducted in the KDOT Office, 700 SW Harrison, 2nd Floor, Topeka, KS 66603. At 10:05 a.m. Chairman David King called the meeting to order. He welcomed new member Terry Holdren to the board and all present introduced themselves to the new member.

Board members and proxy present: David King, Joe Connor, Kevin Cronister, Duncan Friend, Terry Holdren, Travis Rozean, Kathy Sachs, Anthony Schlinsog, Dennis Slimmer. Others present: Phil Elwood of Goodell Stratton Edmonds & Palmer: INK’s General Counsel; Jim Hollingsworth, INK Executive Director; Jim Minihan, Imerge Consulting; Shane Myers, Ashley Gordon, Wayne Dirks, James Adams, of Kansas Information Consortium LLC; Scott Somerhalder, NIC Vice President of Network Operations.

**Consent agenda**

December 2012 INK Board Minutes

December 2012 Executive Director Report

December 2012 Network Manager Report

**Service Requests**

No service requests during the month of December 2012.

**Contracts for Approval**

**Valley Heights USD 498 (District Office) –** Valley Heights USD 498 requests an Over-the-Counter service for their District Office which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

**Valley Heights USD 498 (Waterville Elementary) –** Valley Heights USD 498 requests an Over-the-Counter service for Waterville Elementary which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

**Valley Heights USD 498 (Blue Rapids Elementary) –** Valley Heights USD 498 requests an Over-the-Counter service for Blue Rapids Elementary which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

**Valley Heights USD 498 (Junior/Senior High) –** Valley Heights USD 498 requests an Over-the-Counter service for the Junior/Senior High which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

**Sedgwick County Treasurer (SGCO) –** Sedgwick County Treasurerrequests an Over-the-Counter service which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

**Cowley County Clerk’s Office (COCO) –** Cowley County Clerk’s Office requests an Over-the-Counter service which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

**Lane County Clerk’s Office (LACO) –** Lane County Clerk’s Office requests an Over-the-Counter service which will allow government agency constituents to pay for government agency services using credit cards at government agency locations and receive confirmation of payment. Development of the INK application for this service is at no cost to the contracted government agencies. This is a fee service.

Joe Connor made a motion to accept the consent agenda, Kevin Cronister seconded; motion passed.

Board officer nominations: Phil Elwood, general counsel, described board membership. Proxies are appointed to represent individuals who statutorily would be serving on the board. According to statute, proxies serve as proxies in the board role, not as officers of the corporation. Officers of the corporation need to be available to serve in that role and not a proxy. Phil Elwood said the role of a board member has nothing to do with being an officer and the role of officer has nothing to do with being a board member; directors set policy and officers carry out policy. Following discussion by board members, Phil Elwood will review additional information and provide an opinion. Kevin Cronister made a motion to table board officer nominations until February, Travis Rozean seconded; motion passed.

David King asked for clarification about the board chair’s role in voting. Phil Elwood said it was customary for the chair to vote in breaking a tie vote, but the chair could vote if it chose to do so.

October 25, KDOR processing issue: KDOR did not see any transactions at all for several hours. Shane Myers explained that the common checkout portal is not the KanPay payment portal. Jim Hollingsworth said the contract states that if any or all applications are involved in an outage, there is a penalty of $2,000 per hour up to $20,000. Kevin Cronister made a motion to assess a penalty; Kathy Sachs seconded; motion passed. Phil Elwood will prepare a letter to be sent to KIC. In addition, Executive Director Jim Hollingsworth will meet with Shane Myers and bring additional information to the board regarding two items: further information regarding the load balancing between the nodes and if activity logs are generated for each of the nodes.

Phil Elwood, general counsel, reviewed the boards’ rights, actions, responsibilities, and roles regarding the Kansas Open Meeting Act, Executive Session and the Kanas Open Records Act.

At 10:51 a.m., Kevin Cronister moved the open meeting of the Information Network of Kansas be recessed for a closed, executive meeting pursuant to Joint Rule 5 of the Joint Rules of the Senate and House of Representatives and subsection (b) (13) of KSA 2000 Supp. 75-4319, as amended by Section 2 of Chapter 190 of 2001 Session Laws of Kansas, for the purpose of discussing confidential data relating to financial affairs or trade secrets of a corporation with the following present: David King, Joe Connor, Kevin Cronister, Duncan Friend, Terry Holdren, Travis Rozean, Kathy Sachs, Anthony Schlinsog, Dennis Slimmer, Phil Elwood, Jim Hollingsworth, Jim Minihan, Shane Myers, Ashley Gordon, Wayne Dirks, James Adams, Scott Somerhalder remain present for Executive Session. 40 minutes Seconded by Travis Rozean; motion carried.

At 11:41 a.m. the board came out of executive session. King announced no binding action had been taken.

At 11:42 a.m. Rozean moved the open meeting of the Information Network of Kansas be recessed for a closed, executive meeting pursuant to Joint Rule 5 of the Joint Rules of the Senate and House of Representatives and subsection (b) (13) of KSA 2000 Supp. 75-4319, as amended by Section 2 of Chapter 190 of 2001 Session Laws of Kansas, for the purpose of discussing confidential data relating to financial affairs or trade secrets of a corporation with the following present: David King, Joe Connor, Kevin Cronister, Duncan Friend, Terry Holdren, Travis Rozean, Kathy Sachs, Anthony Schlinsog, Dennis Slimmer, Phil Elwood, Jim Hollingsworth, Jim Minihan, Shane Myers, Ashley Gordon, Wayne Dirks, James Adams, Scott Somerhalder remain present for Executive Session. 20 minutes Seconded by Connor; motion carried.

At 11:45 a.m. Elwood left the meeting.

At 12:00 p.m.. the board came out of executive session. King announced no binding action had been taken.

Sachs moved that the meeting be recessed for thirty minutes for lunch to be served. Seconded by Rozean. Motion carried.

At 12:33 p.m. King called the meeting back to order.

At 12:34 p.m., Rozean moved the open meeting of the Information Network of Kansas be recessed for a closed, executive meeting pursuant to Joint Rule 5 of the Joint Rules of the Senate and House of Representatives and subsection (b) (13) of KSA 2000 Supp. 75-4319, as amended by Section 2 of Chapter 190 of 2001 Session Laws of Kansas, for the purpose of discussing confidential data relating to financial affairs or trade secrets of a corporation with the following present: David King, Joe Connor, Kevin Cronister, Duncan Friend, Terry Holdren, Travis Rozean, Kathy Sachs, Anthony Schlinsog, Dennis Slimmer, Jim Hollingsworth, and Jim Minihan remain present for Executive Session. 60 minutes Seconded by Connor; motion carried.

At 1:34 a.m., the board came out of executive session. King announced no binding action had been taken.

Minihan provided a brief update to the status of the Avamar disaster recovery facility. Due to lack of time King requested the topic be continued at the February meeting.

At 1:45 p.m. Connor moved the meeting be adjourned. Seconded by Rozean. Motion carried.

The meeting was adjourned at 1:45 p.m.