

Meeting Agenda
SOUTH DAKOTA ABSTRACTERS' BOARD OF EXAMINERS
Drifters Event Center
325 Hustan Avenue
Fort Pierre, SD 57532

January 31, 2024 – 4:00 p.m. CST

Persons wishing to join the meeting by teleconference may do so by calling (866) 705-2554, key in the access code of 263756.

- A. Call to Order
- B. Roll Call/Introductions
- C. Approval of the agenda
- D. Public Comment
- E. Approval of the Minutes of October 2, 2023
- F. FY Financial Update
- G. Plant Exams Update
- H. Legislative Updates
- I. Schedule Next Meeting(s)
- J. Executive Session-Pursuant to SDCL 1-25-2
 - a. Complaints/Investigations-If any
 - b. Executive Secretary Contract Renewal
- K. Vote on Executive Secretary Contract Renewal
- L. Other Business
- M. Adjourn

Meeting Minutes
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS
Missouri River Plaza, Sharpe Conference Room 123 W. Missouri Ave.
Pierre, SD
October 2, 2023 – 2:00 p.m. CDT

President Roe called the meeting to order at 1:59 p.m. CDT

Members Present: Dan Roe, Greg Wick, Victoria Wilds, Terra Larson.

Members Absent: None

Others Present: Carol Tellinghuisen, Executive Secretary; Brooke Tellinghuisen Geddes, Executive Assistant; Katie Funke, Administrative Assistant; Jerry McCabe, Board Attorney, Department of Labor.

Roe introduced Board members at the meeting. Wick, Roe, Larson and Wilds were in attendance. A quorum was present.

Approval of the Agenda: Wick made a motion to approve the agenda as presented. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote.

Public Comment: Roe asked for comments from the public. There were no comments offered.

Approval of the Minutes from June 8, 2023: Wilds made a motion to approve the minutes from June 8, 2023. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

FY Financial Update: Funke reported fiscal year-end figures as of June 30, 2023: revenue of \$48,906.58 expenditures of \$46,772.60 and cash on hand of \$358,049.30.

Plant Exams Update: Roe advised that three plants have been examined since the last meeting. There are no pending plants that need immediate examinations.

Legislative Updates: None.

Renewal Update- Tellinghuisen Geddes advised that all plants renewed their license and all bond confirmations have been received by the various counties.

Licensure by Endorsement Discussion: McCabe advised that the committee that was formed at the last meeting to discuss options for licensure by endorsement recently convened. It was decided by the committee to add a statement at the beginning of the application for licensure that clarifies the application is for both initial and reciprocity applications. He further stated that the committee considered their options and decided that both initial and reciprocity applicants must meet the same competency and testing standards. Larson moved to approve the new application process. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote.

Schedule Next Meeting: The next meeting was scheduled for January 30th and 31st, 2024. The testing will start at 12:00 p.m. CST on January 30, 2024 at the Department of Labor in Pierre.

The Board meeting will be held at 4:00 p.m. CST on January 31, 2024 at Drifter's Event Center in Fort Pierre.

Executive Session: The Board did not have a need to enter executive session as there are no pending complaints.

Tellinghuisen announced that she is retiring at the end of the year and Tellinghuisen Geddes will be taking over Professional Licensing. Board members thanked her for her years of service.

Other Business: Roe, Wick and Wilds met with seven applicants earlier to administer abstracter licensing examinations.

Wilds made a motion to adjourn. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote. The meeting adjourned at 2:19 p.m. CDT.

Respectfully submitted,



Carol Tellinghuisen
Executive Secretary
Abstracters Board of Examiners

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BA1409R1

STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 11/30/2023

PAGE

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AGENCY: 10 LABOR & REGULATION
BUDGET UNIT: 1038 ABSTRACTERS BD OF EXAMINERS - INFO

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1038000698	1140000	354,746.45	DR	ABSTRACTERS BOARD OF EXAMINERS
COMPANY/SOURCE TOTAL 6503 698			354,746.45	DR *	
COMP/BUDG UNIT TOTAL 6503 1038			354,746.45	DR **	
BUDGET UNIT TOTAL 1038			354,746.45	DR ***	

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 11/30/2023

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1038 ABSTRACTERS BD OF EXAMINERS - INFO
CENTER-5 10380 ABSTRACTERS BOARD OF EXAMINERS

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO 6503					
COMPANY NAME PROFESSIONAL & LICENSING BOARDS					
1038000698	6503	51010100	F-T EMP SAL & WAGES	.00	193.87
1038000698	6503	51010300	BOARD & COMM MBRS FEES	.00	660.00
ACCT: 5101					
1038000698	6503	51020100	EMPLOYEE SALARIES	.00	853.87
1038000698	6503	51020200	OASI-EMPLOYER'S SHARE	.00	64.88
1038000698	6503	51020600	RETIREMENT-ER SHARE	.00	11.52
1038000698	6503	51020800	HEALTH/LIFE INS.-ER SHARE	.00	23.40
1038000698	6503	51020900	WORKER'S COMPENSATION	.00	.38
1038000698	6503	51020900	UNEMPLOYMENT COMPENSATION	.00	.07
ACCT: 5102					
1038000698	6503	52030300	EMPLOYEE BENEFITS	.00	100.25
1038000698	6503	52031000	PERSONAL SERVICES	.00	954.12
1038000698	6503	52031500	AUTO-PRIV (IN-ST.) H/RTE	606.90	2,406.69
1038000698	6503	52031500	LODGING/IN-STATE	244.06	1,396.96
1038000698	6503	52031500	NON-TAXABLE MEALS/IN-ST	120.00	734.00
ACCT: 5203					
1038000698	6503	52040500	TRAVEL	970.96	4,537.65
1038000698	6503	52040900	COMPUTER CONSULTANT	924.80	4,090.21
1038000698	6503	52041810	MANAGEMENT CONSULTANT	2,428.51	14,571.06
1038000698	6503	52042000	BIT DEVELOPMENT COSTS	85.75	85.75
1038000698	6503	52042000	CENTRAL SERVICES	770.39	1,518.79
1038000698	6503	52049600	OTHER CONTRACTUAL SERVICE	.00	130.00
ACCT: 5204					
1038000698	6503	52050200	CONTRACTUAL SERVICES	4,209.45	20,395.81
1038000698	6503	5228000	OFFICE SUPPLIES	.00	387.00
ACCT: 5205					
1038000698	6503	5228000	SUPPLIES & MATERIALS	.00	387.00
1038000698	6503	5228000	OPER TRANS OUT -NON BUDGT	13.38	45.32
ACCT: 5228					
1038000698	6503	5228000	NONOP EXP/NONBGTD OP TR	13.38	45.32
ACCT: 52					
1038000698	6503	5228000	OPERATING EXPENSES	5,193.79	25,365.78
COMP: 6503 PROFESSIONAL & LICENSING BOARDS					
CENTER: 1038000698					
B UNIT: 1038					

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1038 ABSTRACTERS BD OF EXAMINERS - INFO

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
		6503	COMPANY NO 6503			
			COMPANY NAME PROFESSIONAL & LICENSING BOARDS			
1038000698	6503	4293920	NEW LICENSE FEES	.00	1,750.00	
1038000698	6503	4293921	REEXAMINATION FEES	.00	125.00	
1038000698	6503	4293922	EXAMINATION FEES	.00	3,000.00	
1038000698	6503	4293923	RENEWAL FEES	.00	8,050.00	
ACCT: 4293			BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	.00	12,925.00	*
ACCT: 42			LICENSES, PERMITS & FEES	.00	12,925.00	**
1038000698	6503	4539001	OTHER CHARGES	.00	1,699.60	
ACCT: 4539			OTHER CHARGES (STATE INTRA-GOVERNMENT)	.00	1,699.60	*
1038000698	6503	4596001	EDUCATIONAL MATERIAL-NHA	.00	100.00	
ACCT: 4596				.00	100.00	*
ACCT: 45			CHARGES FOR SALES & SERVICES	.00	1,799.60	**
1038000698	6503	4920045	NONOPERATING REVENUES	.00	7,685.60	
ACCT: 4920			NONOPERATING REVENUE	.00	7,685.60	*
ACCT: 49			OTHER REVENUE	.00	7,685.60	**
CNTR: 1038000698				.00	22,410.20	***
COMP: 6503				.00	22,410.20	****
B UNIT: 1038				.00	22,410.20	*****