

Meeting Agenda
SOUTH DAKOTA ABSTRACTERS' BOARD OF EXAMINERS

Ramkota Hotel and Conference Center
Lake Sharpe Conference Room
920 W. Sioux Avenue
Pierre, SD 57501

June 9, 2022 - 5:00 p.m. CDT

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 February 2, 2022
- F. FY Financial Update
- G. Election of Officers
- H. Plant Exams Update
- I. Discussion on Levying Fines
- J. Schedule Next Meeting(s)
- K. Executive Session-Pursuant to SDCL 1-25-2
 - a. Complaints/Investigations-If any
- L. Legislative Updates
- M. Other Business
- N. Adjourn

Meeting Minutes
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS

Drifters Grill and Events Center
325 E. Hustan Avenue
Fort Pierre, South Dakota
February 2, 2022 4:30 p.m. CST

President Wick called the meeting to order at 4:33 p.m. CST.

Members Present: Yvon Burtz, Dan Roe, Greg Wick, Terra Fisher, Victoria Wilds

Members Absent: None

Others Present: Carol Tellinghuisen, Executive Secretary; Brooke Tellinghuisen Geddes, Executive Assistant; Abby Rehorst, Executive Assistant; Graham Oey, Senior Staff Attorney, Department of Labor; Eric Hansen, Dakota Homestead; Ellen Margheim, Homestead Holdings; Josh Reisetten, First Dakota Title; Michael Anderson, First Dakota Title; Kathy Austen, Fidelity Family of Companies; Melissa Bitterman, First Dakota Title; Chris Moran, Dakota Homestead.

Tellinghuisen Geddes conducted roll call; Wick, Burtz, Roe, Wilds and Fisher in attendance. A quorum was present.

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

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

Approval of the Minutes from October 19, 2021: Roe made a motion to approve the minutes from October 19, 2021. Burtz seconded the motion. **MOTION PASSED** by unanimous voice vote.

FY Financial Update: Tellinghuisen Geddes reported fiscal year-to-date figures as of December 31, 2021: revenue of \$13,209.81, expenditures of \$20,679.16 and cash on hand of \$333,647.34. Tellinghuisen Geddes stated that fiscal year end figures were also included for the Board's review.

Plant Exams Update: One pending plant exam has been postponed due to weather. The exam is currently scheduled for May 2022.

Executive Session: The Board did not have a need to enter executive session as there are no pending complaints and Tellinghuisen agreed to discuss her contract during the general meeting.

Executive Secretary Contract: Roe made a motion to approve the executive secretary's contract at the same rate as last year with a cost-of-living increase if granted by the State. Burtz seconded the motion. **MOTION PASSED** by unanimous voice vote.

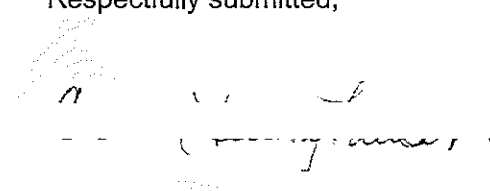
Legislative Updates: Oey stated that there are no legislative updates at this time.

Other Business: Burtz, Roe and Wick met with twelve applicants on February 2, 2022 to administer abstracter licensing examinations.

The next meeting is set for June 9, 2022 at 5:00 p.m. CDT in Pierre. Testing will occur June 8, 2022 in Pierre starting at 11:00 a.m. CDT.

Fisher made a motion to adjourn. Burtz seconded the motion. **MOTION PASSED** by unanimous voice vote. The meeting adjourned at 4:52 p.m. CST.

Respectfully submitted,



Carol Tellinghuisen
Executive Secretary
Abstracters Board of Examiners

STATE OF SOUTH DAKOTA
REVENUE SUMMARY BY BUDGET UNIT
FOR PERIOD ENDING: 04/30/2022

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

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
COMPANY NO	6503					
COMPANY NAME	PROFESSIONAL & LICENSING BOARDS					
1038000698	6503	4293920	NEW LICENSE FEES	.00	1,176.72	
1038000698	6503	4293921	REEXAMINATION FEES	.00	575.00	
1038000698	6503	4293922	EXAMINATION FEES	.00	4,000.00	
1038000698	6503	4293923	RENEWAL FEES	7,770.00	13,470.00	
ACCT: 4293			BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	7,770.00	19,221.72	*
ACCT: 42			LICENSES, PERMITS & FEES	7,770.00	19,221.72	**
1038000698	6503	4596001	EDUCATIONAL MATERIAL-NHA	.00	1,100.00	
ACCT: 4596				.00	1,100.00	*
ACCT: 45			CHARGES FOR SALES & SERVICES	.00	1,100.00	**
1038000698	6503	4920045	NONOPERATING REVENUES	.00	5,009.81	
ACCT: 4920			NONOPERATING REVENUE	.00	5,009.81	*
1038000698	6503	4950000	REFUND OF PRIOR YEARS EXP	.00	343.17	
ACCT: 4950			REFUND OF PRIOR YEARS EXPENDITURES	.00	343.17	*
ACCT: 49			OTHER REVENUE	.00	5,352.98	**
CNTR: 1038000698				7,770.00	25,674.70	***
COMP: 6503				7,770.00	25,674.70	***
B UNIT: 1038				7,770.00	25,674.70	*****

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 04/30/2022

AGENCY BUDGET UNIT CENTER-5	10 1038 10380	LABOR & REGULATION ABSTRACTERS BD OF EXAMINERS - INFO ABSTRACTERS BOARD OF EXAMINERS	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO	6503			
COMPANY NAME	PROFESSIONAL & LICENSING BOARDS			
1038000698	6503	51010100	43.68	2,099.86
1038000698	6503	51010300	.00	480.00
ACCT: 5101		EMPLOYEE SALARIES		
1038000698	6503	51020100	43.68	2,579.86
1038000698	6503	51020200	3.30	185.66
1038000698	6503	51020600	2.61	125.99
1038000698	6503	51020800	1.91	238.70
1038000698	6503	51020900	.21	3.35
		UNEMPLOYMENT COMPENSATION	.00	.11
ACCT: 5102		EMPLOYEE BENEFITS		
ACCT: 51		PERSONAL SERVICES	8.03	553.81
			51.71	3,133.67
1038000698	6503	52030100	.00	42.12
1038000698	6503	52030300	.00	1,635.90
1038000698	6503	52031000	.00	1,087.74
1038000698	6503	52031500	.00	739.50
ACCT: 5203		TRAVEL		
1038000698	6503	52040900	.00	3,505.26
1038000698	6503	52042000	2,571.92	23,246.62
1038000698	6503	52044900	39.00	1,411.31
1038000698	6503	52045300	100.00	1,000.00
1038000698	6503	52045800	15.95	15.95
1038000698	6503	52045900	.00	750.67
1038000698	6503	52049600	914.50	914.50
		OTHER CONTRACTUAL SERVICE	.00	527.32
ACCT: 5204		CONTRACTUAL SERVICES		
1038000698	6503	5228000	3,641.37	27,866.37
		OPER TRANS OUT -NON BUDGT	3.74	144.55
ACCT: 5228		NONOP EXP/NONBGTD OP TR	3.74	144.55
ACCT: 52		OPERATING EXPENSES	3,645.11	31,516.18
COMP: 6503		PROFESSIONAL & LICENSING BOARDS	3,696.82	34,649.85
CENTER: 1038000698			3,696.82	34,649.85
B UNIT: 1038			3,696.82	34,649.85

STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 04/30/2022

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

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1038000698	1140000	332,141.54	DR	ABSTRACTERS BOARD OF EXAMINERS
COMPANY/SOURCE TOTAL 6503 698			332,141.54	DR *	
COME/BUDG UNIT TOTAL 6503 1038			332,141.54	DR **	
BUDGET UNIT TOTAL 1038			332,141.54	DR ***	

Codified Laws

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36-1C-5. Option to authorize limited administrative fines for specified violations.

The agency may authorize the administrator to impose an administrative fine upon proof of a violation of specified statutes or rules without additional prior approval. Any action taken pursuant to this section shall be reported to the agency at its next scheduled meeting or within thirty days, whichever is shorter.

Any administrative fine issued under this section may be appealed by requesting a contested case under chapter 1-26. Notice of appeal must be submitted to the administrator within twenty calendar days of service of the fine.

Any fine issued under this section may not exceed five hundred dollars.

Source: SL 2021, ch 168, § 5.

An update is available

[UPDATE](#)