

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,

A handwritten signature in cursive script that reads "Carol Tellinghuisen". The signature is written in black ink on a light-colored background.

Carol Tellinghuisen
Executive Secretary
Abstracters Board of Examiners