

**Proposed Agenda**  
**SOUTH DAKOTA ABSTRACTERS' BOARD OF EXAMINERS**  
Thursday, June 11, 2026, 4:30 p.m. MDT

DoubleTree by Hilton Rapid City Downtown Convention Center- Montana Room  
505 N. 5<sup>th</sup> Street, Rapid City, SD

OR:

**Microsoft Teams: [Join the meeting now](#)**

**Dial in by phone**

Conference Call Number: +1 469.770.0416, Conference Code: 657019335#

- A. Call to Order
- B. Roll Call/Introductions
- C. Approval of the agenda
- D. Public Comment
- E. Approval of the Minutes from February 4, 2026
- F. FY Financial Update
- G. Plant Exams Update
- H. Election of Officers
- I. Database Update
- J. Land Title Guide Update & Quote
- K. Schedule Next Meeting(s)
- L. Executive Session-Pursuant to SDCL 1-25-2(3)
  - a. Complaints/Investigations-if any
- M. Vote on Complaints/Investigations- if any
- N. Other Business
- O. Adjourn

**Meeting Minutes**  
**SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS**  
Drifters Event Center, 325 Hustan Ave.  
Fort Pierre, SD 57532

February 4, 2026 – 4:30 p.m. CST

President Roe called the meeting to order at 4:31 p.m. CST

**Members Present:** Dan Roe, Greg Wick, Terra Larson, Victoria Wilds (via Microsoft Teams), Michael Larson (via Microsoft Teams)

**Members Absent:** None

**Others Present:** Brooke Tellinghuisen Geddes, Executive Secretary; Katie Funke, Executive Assistant; Jennifer Doubledee, Legal Counsel- Department of Labor and Regulation; Eric Hanson, Dakota Homestead; Ellen Margheim, Homestead Holdings, Inc.; Sam Benne, First American Title.

Wick, Roe, T. Larson, M. Larson (via video conference), and Wilds (via video conference) were in attendance. A quorum was present.

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

**Public Comment:** There was no public comment provided.

**Approval of the Minutes from October 6, 2025:** T. Larson made a motion to approve the minutes from October 6, 2025. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote.

**FY Financial Update:** Tellinghuisen Geddes reported fiscal year-to-date figures as of November 30, 2025: revenue of \$21,842.92 expenditures of \$28,099.48 and cash on hand of \$374,597.47.

**Plant Exams Update:** Tellinghuisen Geddes reported there have been no plant exams since the last meeting. Roe reported there is one exam scheduled for February.

**Legislative Updates- if any:** No legislative updates at this time.

**Schedule Next Meeting:** The next meeting is scheduled for Thursday, June 11, 2026, in Rapid City at the DoubleTree by Hilton Rapid City Downtown Convention Center at 4:30 p.m. MDT. Testing is scheduled to take place on June 10, 2026, from 12:00 p.m. MDT at the DoubleTree by Hilton Rapid City Downtown Convention Center, pending room availability.

**Executive Session:** The board did not have a need to enter Executive Session.

**Complaints/Investigations:** None.

**Executive Secretary Contract Renewal:** Wick made a motion to renew the Executive Secretary contract with Professional Licensing, LLC at the same rate. T. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Other Business:** Eric Hanson with Dakota Homestead reported his staff is in the process of drafting a digital copy of the Land Title Guide and creating a second version with potential edits and additions. Wick recommended the Board pay for these services. Tellinghuisen Geddes asked Hanson to provide a written quote to the Board at the next meeting for copying the book to a digital format, so that the board may vote on that and enter into a contract for these services.

Wilds made a motion to adjourn at 4:45 p.m. CST. M. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

Respectfully submitted,

*Brooke Tellinghuisen Geddes*

---

Brooke Tellinghuisen Geddes  
Executive Secretary  
Abstracters Board of Examiners

STATE OF SOUTH DAKOTA  
 REVENUE SUMMARY BY BUDGET UNIT  
 FOR PERIOD ENDING: 04/30/2026

AGENCY BUDGET CENTER	UNIT	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
10	1038	6503		LABOR & REGULATION ABSTRACTERS BD OF EXAMINERS - INFO			
		6503		PROFESSIONAL & LICENSING BOARDS			
1038000698		6503	4293920	NEW LICENSE FEES	.00	1,050.00	
1038000698		6503	4293921	REEXAMINATION FEES	.00	225.00	
1038000698		6503	4293922	EXAMINATION FEES	1,000.00	2,550.00	
1038000698		6503	4293923	RENEWAL FEES	22,330.00	25,830.00	
ACCT: 4293				BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	23,330.00	29,655.00	*
ACCT: 42				LICENSES, PERMITS & FEES	23,330.00	29,655.00	**
1038000698		6503	4539001	OTHER CHARGES	.00	1,221.66	
ACCT: 4539				OTHER CHARGES (STATE INTRA-GOVERNMENT)	.00	1,221.66	*
1038000698		6503	4596001	EDUCATIONAL MATERIAL-NHA	.00	1,300.00	
ACCT: 4596					.00	1,300.00	*
ACCT: 45				CHARGES FOR SALES & SERVICES	.00	2,521.66	**
1038000698		6503	4920045	NONOPERATING REVENUES	.00	15,591.38	
ACCT: 4920				NONOPERATING REVENUE	.00	15,591.38	*
ACCT: 49				OTHER REVENUE	.00	15,591.38	**
CNTR: 1038000698					23,330.00	47,768.04	***
COMP: 6503					23,330.00	47,768.04	****
B UNIT: 1038					23,330.00	47,768.04	*****

STATE OF SOUTH DAKOTA  
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT  
FOR PERIOD ENDING: 04/30/2026

AGENCY BUDGET CENTER	UNIT	ABSTRACTERS BOARD OF EXAMINERS	INFO	ABSTRACTERS BOARD OF EXAMINERS	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
1038000698	6503	51010100	F-T EMP SAL & WAGES	89.01	3,120.13				
1038000698	6503	51010300	BOARD & COMM MERS FEES	.00	3,818.00				
ACCT: 5101			EMPLOYEE SALARIES						
1038000698	6503	51020100	OASI-EMPLOYER'S SHARE	89.01	6,938.13	*			
1038000698	6503	51020200	RETIREMENT-ER SHARE	6.78	533.92				
1038000698	6503	51020600	HEALTH/LIFE INS.-ER SHARE	5.37	187.21				
1038000698	6503	51020800	WORKER'S COMPENSATION	12.73	443.57				
1038000698	6503	51020900	UNEMPLOYMENT COMPENSATION	.15	4.88				
ACCT: 5102			EMPLOYEE BENEFITS						
ACCT: 51			PERSONAL SERVICES	25.10	1,170.97	*			
1038000698	6503	52030300	AUTO-PRIV (IN-ST.) H/RTE	114.11	8,109.10	**			
1038000698	6503	52031000	LODGING/IN-STATE	.00	2,421.40				
1038000698	6503	52031400	TAXABLE MEALS/IN-STATE	.00	715.62				
1038000698	6503	52031500	NON-TAXABLE MEALS/IN-ST	.00	42.00				
ACCT: 5203			TRAVEL						
1038000698	6503	52040500	COMPUTER CONSULTANT	.00	3,573.02	*			
1038000698	6503	52040900	MANAGEMENT CONSULTANT	200.00	2,732.50				
1038000698	6503	52042000	CENTRAL SERVICES	2,625.65	32,215.11				
1038000698	6503	52045900	INS PREMIUMS & SURETY BDS	54.00	2,217.25				
ACCT: 5204			CONTRACTUAL SERVICES	953.25	953.25				
1038000698	6503	52053500	POSTAGE	3,832.90	38,118.11	*			
ACCT: 5205			SUPPLIES & MATERIALS	.00	1,113.43				
1038000698	6503	5228000	OPER TRANS OUT -NON BUDGT	3.59	1,113.43	*			
ACCT: 5228			NONOP EXP/NONBCTD OP TR	3.59	366.96	*			
ACCT: 52			OPERATING EXPENSES	3,836.49	43,171.52	**			
COMP: 6503			PROFESSIONAL & LICENSING BOARDS	3,950.60	51,280.62	***			
CENTER: 1038000698				3,950.60	51,280.62	****			
B UNIT: 1038				3,950.60	51,280.62	*****			

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

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1038000698	1140000	377,341.45	DR	ABSTRACTERS BOARD OF EXAMINERS
COMPANY/SOURCE TOTAL 6503 698			377,341.45	DR *	
COMP/BUDG UNIT TOTAL 6503 1038			377,341.45	DR **	
BUDGET UNIT TOTAL 1038			377,341.45	DR ***	

