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 Reissetten, 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 $333,847.34. 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,

[Signature]

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Carol Tellinghuisen  
Executive Secretary  
Abstracters Board of Examiners
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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.