

**Meeting Minutes**  
**SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS**  
Missouri River Plaza, Sharpe Conference Room  
123 W. Missouri Ave.  
Pierre, SD

October 5, 2026 – 2:00 p.m. CDT

President Roe called the meeting to order at 2:01 p.m. CDT

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

**Members Absent:** Terra Larson

**Others Present:** Brooke Tellinghuisen Geddes, Executive Secretary; Katie Funke, Executive Assistant; Andrea Rosenberg, Legal Counsel- Department of Labor and Regulation; Julie Terrell, Pat O'Neil III, Eric Hanson.

Wick, Roe, M. Larson and Wilds were in attendance. A quorum was present.

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

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

**Approval of the Minutes from June 11, 2026, and July 31, 2026:**

Wick made a motion to approve the minutes June 11, 2026, and July 31, 2026. M. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

**FY Financial Update:** Tellinghuisen Geddes reported fiscal year-end figures as of June 30, 2026: revenue of \$68,991.44 expenditures of \$57,855.69 and cash on hand of \$391,989.78. Additionally, a copy of the most recent financial reports for year-to-date figures were provided in the meeting packet.

**Plant Exams Update:** There have been no new plant exams reported since the last meeting.

**Annual Review of Open Meeting Laws (SDCL 1-25-13):** Rosenberg provided an overview of open meeting laws pursuant to SDCL 1-25-13. There were no questions from the Board.

**Single Sign On- Individual Update Biennial Renewal Discussion:** Tellinghuisen Geddes explained that Single Sign On will be required for individual certificate holders to access the Individual Update Form, online. Alternatively, the board could go back to collecting the information regarding where certificate holders are employed in conjunction with the plant renewal form, as done in the past. Following discussion, M. Larson made a motion to go back to manually collecting the information from plant renewal forms versus electronically. Wilds seconded that motion. **MOTION PASSED** by unanimous voice vote.

**Land Title Guide Update & Proposal:** The board reviewed a written proposal to revise the South Dakota Land Title Guide from Dakota Homestead Title Insurance Company. The rate

proposed for the work described in the proposal is a flat rate of \$5,000.00. Wick made a motion to proceed with the proposal from Dakota Homestead Title Insurance Company. M. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Schedule Next Meeting:** The next meeting is scheduled for Wednesday, February 3, 2027, at 4:30 p.m. CST at Drifters Event Center in Pierre, SD. Testing will take place the day prior, on February 2, 2027, starting at 12:00 p.m. CST at the Department of Labor. The Board office will work on scheduling a testing room with DLR.

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

**Complaints/Investigations:** Roe reported two pending complaints.

**Other Business:** None.

Wilds made a motion to adjourn at 2:39 p.m. CDT. Wick seconded the motion. **MOTION PASSED** by unanimous voice vote.

Respectfully submitted,



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Brooke Tellinghuisen Geddes  
Executive Secretary  
Abstracters Board of Examiners