

Meeting Minutes
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS
Zoom Videoconference
February 3, 2021 at 4:00 p.m. CST

President Wick called the meeting to order at 4:00 p.m.

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

Members Absent: None

Others Present: Carol Tellinghuisen, Executive Secretary; Jill Lesselyoung, Executive Assistant, Brooke Tellinghuisen Geddes, Executive Assistant, Graham Oey, Senior Staff Attorney, Department of Labor, Josh Reisetter, Dakota Abstract & Title, Traci Renkly, SD Land Title Association

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

Wilds made a motion to approve the agenda as presented. Burtz seconded the motion. **MOTION PASSED** by roll call vote; Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Fisher, yes.

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

Wilds made a motion to approve the minutes from October 27, 2020. Fisher seconded the motion. **MOTION PASSED** by roll call vote; Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Fisher, yes.

Lesselyoung reported fiscal year-to-date figures as of December 31, 2020: revenue of \$15,532.55, expenditures of \$18,082.19 and cash on hand of \$330,428.09.

Oey advised the South Dakota Land Title Guide Copyright and the Addendum are finalized. Attorney Miller will complete the registration process. Wick will provide the final copy of the cover sheet/addendum in a pdf. document to the Board office. The addendum will be emailed to all plants.

The Board office worked with Ketel Thorstenson, LLP, Rapid City to complete the agreed-upon procedures audit for year ending June 30, 2020. The audit was to inquire of management regarding the internal control processes as they relate to cash receipts for the revenue process. There were no findings noted following the audit and it was determined that Professional Licensing is following current requirements.

The Board office proposed moving the database management system to Albertson Consulting for online applications, online renewals, online verifications, website integration, payment processing integration, data import and e-blast tool. The cost is \$200.00 per month with a 3-year contract. The hourly rate for additional hours of support is \$135.00 per hour. Following discussion, Roe made a motion to proceed forward with Albertson Consulting/Big Picture Software. Burtz seconded the motion. **MOTION PASSED** by roll call vote; Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Fisher, yes.

Fisher made a motion to enter executive session at 4:36 p.m. Burtz seconded the motion. **MOTION PASSED** by roll call vote; Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Fisher, yes. Reisetter and Renkly exited the meeting.

Wick exited executive session at 4:55 p.m. Reisetter and Renkly re-joined the meeting. Tellinghuisen requested to renew the executive secretary contract with a cap to expenses of \$7000.00 and a state cost of living increase to services if granted by the State. Wilds made a motion to renew the contract as requested by Tellinghuisen. Burtz seconded the motion. **MOTION PASSED** by roll call vote; Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Fisher, yes.

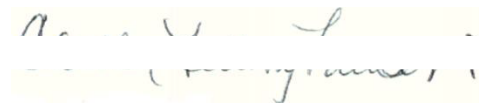
Executive Order 2020-34 has extended the waiver to June 30, 2021 for the one-year requirement for abstracter testing.

The Board discussed HB 1014, an act to establish uniform complaint and declaratory ruling procedure for agencies regulating certain professions and occupations. Oey advised this establishes a complaint procedure which will operate similar to SDCL 1-26 with uniform procedures. A complaint that is not in the Board's jurisdiction can be rejected outright and it grants the authority to levy a \$500.00 fine. There are not changes to the standard process. Wick voiced concerns with SB 193, an act to revise certain provisions regarding remote notarization. His concerns are with subsection b; the later addition of real estate agent, auctioneer, or public accountant to the list of specified professions. The SD Land Title Association has some concerns about being able to verify a relationship and rely on the acknowledgment. He believes striking out subsection b referencing who the notary works for would solve it. Oey advised SB 140, an act to revise certain provisions regarding disclosure for newly constructed properties does not affect the Board, but they should probably be aware as it deals with real property.

There was no other business. The next meeting is set in conjunction with the meeting of the South Dakota Land Title Association in Brookings. Testing will be held on June 9 starting at 12:00 p.m. The business meeting is set for June 10 at 4:00 p.m.

Burtz made a motion to adjourn. Wilds seconded the motion. **MOTION PASSED** by roll call vote; Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Fisher, yes. The meeting adjourned at 5:17 p.m.

Respectfully submitted,



Carol Tellinghuisen
Executive Secretary
Abstracters Board of Examiners