

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

October 17, 2022 – 2:00 p.m. CDT

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

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

**Members Absent:** Terra Fisher

**Others Present:** Carol Tellinghuisen, Executive Secretary; Brooke Tellinghuisen Geddes, Executive Assistant; Abby Rehorst, Executive Assistant.

Tellinghuisen Geddes conducted roll call; Wick, Burtz, Roe, and Wilds were in attendance. A quorum was present.

**Approval of the Agenda:** Wilds made a motion to approve the agenda as presented. Roe 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 June 9, 2022:** Roe made a motion to approve the minutes from June 9, 2022. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote.

**FY Financial Update:** Tellinghuisen Geddes reported fiscal year-end figures as of June 30, 2022: revenue of \$56,484.70, expenditures of \$42,036.07 and cash on hand of \$355,565.32. Tellinghuisen Geddes also reported fiscal year-to-date figures as of August 31, 2022: revenue of \$9,445.23, expenditures of \$8,892.22 and cash on hand of \$359,046.88.

**Plant Exams Update:** Wilds stated she has one plant that still needs to be examined but it has been postponed due to a delay in the completion of the plant. Tellinghuisen Geddes reported other pending plants.

**Discussion on Levying Fines:** The Board agreed to table this topic until legal counsel is available to attend a meeting.

**Legislative Updates:** None.

**Schedule Next Meeting:** The next meeting was scheduled as follows: Testing on January 31, 2023 at 12:00 p.m. CDT at the Department of Labor; Board Meeting on February 1, 2023 at 4:00 p.m. CDT at Drifters.

**Executive Session:** The Board did not have a need to enter executive session as there are no pending complaints.

**Other Business:** Burtz, Roe, Wilds and Wick met with six applicants this morning to administer abstracter licensing examinations.

Burtz made a motion to adjourn. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote. The meeting adjourned at 2:41 p.m. CDT.

Respectfully submitted,

A handwritten signature in cursive script, reading "Carol Tellinghuisen", is written on a light yellow rectangular background.

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Carol Tellinghuisen  
Executive Secretary  
Abstracters Board of Examiners