

Meeting Minutes
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS

Missouri River Plaza, Sharpe Conference Room

123 W. Missouri Avenue

Pierre, South Dakota

October 18, 2021 2:00 p.m. CST

President Wick called the meeting to order at 2:00 p.m. CST.

Members Present: Yvon Burtz, Dan Roe, Greg Wick, Terra Fisher (joined at 2:10 p.m.), 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 (joined at 2:20 p.m.), Traci Renkly, Brookings County Title.

Tellinghuisen Geddes conducted roll call; Wick, Burtz, Roe, Wilds and Fisher (joined at 2:10 p.m.) in attendance. A quorum was present.

Approval of the Agenda: Roe made a motion to approve the agenda as presented. Burtz 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 11, 2021: Roe made a motion to approve the minutes from June 11, 2021. Burtz seconded the motion. **MOTION PASSED** by unanimous voice vote.

FY Financial Update: Tellinghuisen-Geddes reported fiscal year-to-date figures as of August 31, 2021: revenue of \$11,159.81, expenditures of \$8,238.62 and cash on hand of \$344,037.88.

Plant Exams Update: Three plants need to be examined. The Board is working on scheduling their exams.

Online Renewal System / Renewal Update: Tellinghuisen Geddes advised that all renewals came in this year. Regarding the new online renewal system, Oey is working on the contract process with BIT. Wick questioned whether the new online system will be able to accept credit cards. Tellinghuisen Geddes confirmed that it will accept credit cards for renewals.

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

Executive Orders Update: Tellinghuisen Geddes stated that the executive order that suspended the provision for applicants to pass all sections of the exam within one year expired on June 30, 2021.

Legislative Updates: Oey stated that the revised renewal language will make the renewal period two years, clarify the plant license is the subject of renewal and the individual abstracter

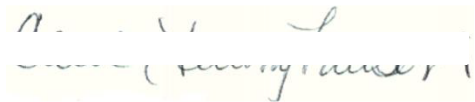
receives a certificate, and setting the fee cap for individuals to \$100.00. Wick stated that the Bill will be a clean up and help the Board with accurately tracking individual certificates.

Other Business: Burtz, Roe and Wick met with nine applicants on October 19, 2021 to administer abstracter licensing examinations.

The next meeting is set for February 2, 2022 at 4:30 p.m. CST in Pierre. Testing will occur February 1, 2022 in Pierre starting at 12:00 p.m. CST.

Burtz made a motion to adjourn. Fisher seconded the motion. **MOTION PASSED** by unanimous voice vote. The meeting adjourned at 2:44 p.m.

Respectfully submitted,

A handwritten signature in cursive, appearing to read "Carol Tellinghuisen", is written on a yellowed piece of paper. The signature is written in dark ink and is somewhat slanted.

Carol Tellinghuisen
Executive Secretary
Abstracters Board of Examiners