

Proposed Agenda
SOUTH DAKOTA COSMETOLOGY COMMISSION
Monday, January 12, 2026, 2:30 p.m. CST

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Meeting ID: 240 151 371 432 1
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A. Call to Order	Renee Graf
B. Roll Call	Karma Sanner
C. Approval of Agenda	ACTION
D. Approval of Minutes, 11/17/2025	ACTION
E. Treasurer's Report	Karma Sanner/ACTION
F. Open for Public Comment	
G. Cosmetology Day at the Capital	Karma Sanner
H. Draft Legislation	Representative Schwans
I. NIC Convention 2026	Karma Sanner
J. Licensee Photos on Licenses	Karma Sanner
K. Animals in Salon Spaces	Karma Sanner
L. Director's Report	Adrian Ness
M. Adjournment	ACTION

Meeting Minutes
SOUTH DAKOTA COSMETOLOGY COMMISSION

Via Microsoft Teams

Monday, November 17, 2025, 1:00 p.m. CST

Chair Graf called the meeting to order at 1:01 p.m. Sanner called the roll. A quorum was present.

Commissioners
Present:

Renee Graf
Trish Bates
Karma Sanner
Teri Schmidt
Jason Pettigrew

Others Present:

Adrian Ness, Program Director
Jennifer Doubledee, DLR Attorney
Mary Rasmussen
Jackie Dahlquist
Danielle Bouwman
Bob Mercer
Holly Keszler
Wendy Johnston
Angela Taylor

Sanner made a motion to approve the agenda. Bates seconded the motion. **MOTION PASSED.**

Bates made a motion to approve the September 22, 2025, meeting minutes. Sanner seconded the motion. **MOTION PASSED.**

Treasurer Sanner reviewed the financial reports.

No Public Comment was made.

Program Director Adrian Ness delivered the executive director's report, which included goals and future plans for the Commission. Office staff and Commission members want to identify areas of confusion and concern to improve communication and processes for the licensees.

Sanner discussed key points from the recent National Interstate Council of State Boards of Cosmetology (NIC) Conference. The Conference provided great educational and networking opportunities.

Sanner shared information about an upcoming Cosmetology Event on January 23, 2026, in the Capitol Rotunda in Pierre. The event will be held from 9:00 a.m. to 3:00 p.m. All licensees are welcome to attend.

Pettigrew made a motion to adjourn the meeting. Bates seconded the motion. **MOTION PASSED.**

The meeting adjourned at 1:14 p.m. CST.

DRAFT

SOUTH DAKOTA COSMETOLOGY COMMISSION

FY26 Financial Report (Through Jan. 7)

Sum of Real Amt	Column Labels							2026 Total
	2026							
Revenues	Jul	Aug	Sep	Oct	Nov	Dec	Jan	
Nonoperating Revenues		7,237						7,237
NONOPERATING REVENUES		7,237						7,237
Licenses, Permits & Fees	30,052	32,635	48,860	38,500	36,056	41,280		227,383
COS-OPERATOR/MANAGER	18,420	20,665	28,140	24,990	21,735	26,310		140,260
COS-SALONS LICENSE	6,460	6,620	11,405	7,810	7,960	9,910		50,165
COS-INSTRUCTORS LIC	135	675	465	720	675	405		3,075
COS-STUDENTS/APPRENTICES	482	120	1,435	240	605	185		3,067
COS-PERMITS	2,565	2,875	4,275	3,000	3,231	2,820		18,766
COS-SCHOOL LICENSE	350		350		350			1,050
COS-RECIPROCITY/CERTIF	1,640	1,680	2,790	1,740	1,500	1,650		11,000
Fines, Forfeits & Penalties	5,180	5,965	8,300	7,360	7,290	6,915		41,010
COS-PENALTY'S	5,180	5,965	8,300	7,360	7,290	6,915		41,010
Other Revenues	5,722	3,335	4,275	3,335	2,870	5,840	35	25,412
COS-EDUCATION COURSE COST	100	100	840	100		155		1,295
COSM-NATL EXAM TEST COST	5,560	3,030	3,060	3,060	2,640	3,750		21,100
MISCELLANEOUS INCOME	62	205	375	175	230	1,935	35	3,017
Grand Total	40,954	49,172	61,435	49,195	46,216	54,035	35	301,042

Sum of Real Amt	Column Labels							2026 Total
	2026							
Expenditures	Jul	Aug	Sep	Oct	Nov	Dec	Jan	
Salaries	16,773	24,520	7,516	28,822	9,885	20,291	11,939	119,745
BOARD & COMM MBRS FEES	664	664		498		1,162	166	3,154
F-T EMP SAL & WAGES	11,760	16,659	5,012	21,276	7,467	14,458	7,721	84,353
P-T/TEMP EMP SAL & WAGES	4,349	7,196	2,504	7,048	2,418	4,671	4,052	32,238
Benefits	4,411	6,361	1,993	8,201	2,875	5,750	3,643	33,235
HEALTH/LIFE INS.-ER SHARE	2,398	3,446	1,093	4,682	1,670	3,291	2,209	18,788
OASI-EMPLOYER'S SHARE	1,279	1,869	584	2,187	738	1,531	860	9,048
RETIREMENT-ER SHARE	706	1,000	301	1,277	448	890	551	5,171
UNEMPLOYMENT COMPENSATION	5	11	4	14	5	9	6	53
WORKER'S COMPENSATION	24	36	11	42	15	29	18	175
Travel	1,584	1,138	1,734	2,397	4,125	1,440		12,418
AIR-COMM-OUT-OF-STATE					1,106			1,106
AUTO PRIV (IN-ST.) L/RTE	114	159	331	400		277		1,281
AUTO-PRIV (IN-ST.) H/RTE	516							516
AUTO-STATE OWNED-IN STATE	758	698	1,179	1,473	678	828		5,614
INCIDENTALS-OUT-OF-STATE					280			280
LODGING/OUT-OF-STATE					1,721			1,721
NON-TAXABLE MEALS/OUT-ST					186			186
OTHER-PUBLIC-OUT-OF-STATE					70			70
TAXABLE MEALS/IN-STATE	196	280	224	524	84	336		1,644
Contractual Services	13,422	12,198	5,542	8,657	3,815	5,488	4,705	53,827
BANK FEES AND CHARGES	741	824	843	948	1,052	887		5,293
BIT DEVELOPMENT COSTS		142			262	126		530
CENTRAL SERVICES	2,087	307	385	194	407	1,913		5,294
COMPUTER CONSULTANT	165				176			341
COMPUTER SERVICES-STATE	1,592	1,592	1,909	1,592	1,592	1,592		9,867
COMPUTER SOFTWARE LEASE				399				399
GARBAGE & SEWER		11						11
JANITORIAL & MAINT SERV	2	2	2	2	2	2		9
OTHER CONTRACTUAL SERVICE	8,514	9,000	1,782	4,500		558	4,500	28,854
TELECOMMUNICATIONS SRVCS	322	322	621	123	326	285	205	2,205
WORKSHOP REGISTRATION FEE					900		125	1,025
Supplies and Materials	645	352	210	597	286	192		2,283
OFFICE SUPPLIES	286	22	38	21	94	29		490
POSTAGE	359	245	172	237	192	163		1,367
PRINTING-STATE	-	85.35			339.80			425.15
Capital Outlay		5,462.88	884.00					6,346.88
COMPUTER HARDWARE		5,462.88	884.00					6,346.88
Indirect Costs			2,389.78	436.48	1,699.34	585.71		5,111.31
OPER TRANS OUT-NON BUDGT			2,389.78	436.48	1,699.34	585.71		5,111.31
Grand Total	36,835.25	50,031.17	20,269.45	49,110.15	22,685.81	33,746.73	20,287.40	232,965.96

South Dakota Cosmetology Commission

Financial Report – Fiscal Year 2026 (Through Jan. 7)

Prepared for Board Members

Overview

As of early January 2026, the South Dakota Cosmetology Commission has generated **\$301,042** in total revenues and incurred **\$232,966** in expenditures, resulting in a net positive position of **\$68,076**. This performance reflects strong revenue growth and controlled spending through the first half of FY26.

Revenue Highlights

- **Licenses, Permits & Fees** remain the primary revenue source, totaling **\$227,383** (approximately 76% of total revenue). The largest contributors include:
 - **Operator/Manager Licenses:** \$140,260
 - **Salon Licenses:** \$50,165
 - **Permits:** \$18,766
- **Fines, Forfeits & Penalties** brought in **\$41,010**, indicating continued enforcement and compliance efforts.
- **Other Revenues** totaled **\$25,412**, primarily from exam-related fees.

Expenditure Summary

- **Salaries and Wages** accounted for the largest expense category at **\$119,745**.
- **Benefits** totaled **\$33,235**, covering health insurance, retirement, and employer contributions.
- **Contractual Services** reached **\$53,827**.
- **Travel expenses** were **\$12,418**.

Monthly Trends

- **September** was the highest revenue month so far, with **\$61,435** collected.
- **August** marked the highest expenditure month, totaling **\$50,031**.
- The Commission has maintained a net positive cash flow in 5 of the first 7 months of FY26.

Conclusion & Outlook

The Commission's financial position has strengthened significantly, with revenues outpacing expenditures by over **\$68,000**. Licensing activity remains robust, and operational spending is aligned with strategic priorities. Continued monitoring and prudent financial management will be key to sustaining this positive momentum through the fiscal year.