



Board of Funeral Service

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DRAFT BOARD MINUTES FOR APRIL 15, 2026 BOARD MEETING/TELECONFERENCE

Members Present: James Jones, President
Chad Osthus, Vice-President
Michael Carlsen, Member
Daniel Rush, Member
Shawna Flax, Dept. of Health (Non-voting member)

Members Absent: Sharel Delzer, Lay Member

Others Present: Brooke Tellinghuisen Geddes, Executive Secretary;
Amanda Miiller, General Counsel; Katie Funke, Executive
Assistant; Katie Sieverding, SDFDA; Aubrey Hofmeister,
SDFDA.

Call to Order/Welcome and Introductions: Jones called the meeting to order at 2:00 p.m. MDT.

Roll Call: Jones, yes; Osthus, yes; Carlsen, yes; Delzer, no; Flax, yes; Rush, yes. A quorum was present.

Corrections or additions to the agenda: None

Approval of the agenda: Osthus made a motion to approve the agenda. Carlsen seconded the motion. **MOTION PASSED** by unanimous voice vote.

Public Comment: There was no public comment.

Approval of the minutes from November 12, 2025: Rush made a motion to approve the minutes from November 12, 2025. Osthus seconded the motion. **MOTION PASSED** by unanimous voice vote.

FY Financial Update: Tellinghuisen Geddes reported fiscal year-to-date figures as of February 28, 2026: revenue of \$117,972.38; expenditures of \$60,90.353 and a cash balance of \$117,730.80.

Board Member Update: Tellinghuisen Geddes reminded the Board that Jones and Osthus will both term out at the end of October this year. The board office needs to begin collecting names for Board member recommendations. It was mentioned that it would be nice to get Board members who are also willing to do inspections, otherwise the Board may need to contract with an outside inspector.

Election of Officers: Osthus made a motion to elect the slate of officers as follows: Carlsen as President, Rush as Vice-President and Trainee Review Officer, and Delzer as Secretary, effective May 1, 2026. Rush seconded the motion. **MOTION PASSED** by unanimous voice vote.

Inspection Update: Jones and Carlsen advised they have not yet started inspections but are preparing to start this spring. Jones reported he will have his portion done before his term expires. Tellinghuisen Geddes questioned the future of inspections with Jones leaving the Board. Carlsen advised he would prefer to stick with the portion he currently inspects. Rush indicated he may be able to help with inspections as well. The Board will devise a plan at the next meeting, once new Board members are known.

ICFSEB 122nd Annual Meeting Report-Jones: Jones reported he attended this annual meeting in February and encourages Board members to attend in the future, if able.

Executive Session Pursuant to SDCL 1-25-13: Carlsen made a motion to enter Executive Session at 2:18 p.m. MDT to discuss contracts with legal counsel. Rush seconded the motion. **MOTION PASSED** by unanimous voice vote. Jones declared an end to Executive Session at 2:29 p.m. CDT.

Complaints/Investigations: None.

Honorarium Contract: Osthus made a motion to approve the honorarium contract with the SD Funeral Directors Association for \$2500 in FY27 to fund a speaker for the 2027 Convention. Carlsen seconded the motion. **MOTION PASSED** by unanimous voice vote.

Executive Secretary Contract Renewal: Rush made a motion to renew the contract for FY27 with Professional Licensing at the same rate as FY26. Osthus seconded the motion. **MOTION PASSED** by unanimous voice vote.

Schedule Next Meeting: The next meeting is tentatively scheduled for November 18, 2026, at 2:00 MST/3:00 CST via Microsoft Teams.

Any other business coming in between date of mailing and date of meeting: None.

Carlsen made a motion to adjourn the meeting at 2:34 p.m. MDT. Osthus seconded the motion. **MOTION PASSED** by unanimous voice vote.

Respectfully submitted,

Bronne Tellinghuisen Geddes

Brooke Tellinghuisen Geddes
Executive Secretary

1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.

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