

Proposed Agenda
SOUTH DAKOTA COSMETOLOGY COMMISSION
Thursday, March 19, 2026, 1:00 p.m. CDT

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|---|---------------------|
| A. Call to Order | Renee Graf |
| B. Roll Call | Karma Sanner |
| C. Approval of Agenda | ACTION |
| D. Approval of Minutes, 1/12/2026 | ACTION |
| E. Treasurer's Report | Karma Sanner/ACTION |
| F. Legislative Update | Adrian Ness |
| G. Formation of Legislative Committee, 2027 | Trish Bates/ACTION |
| H. Director's Report | Adrian Ness |
| I. Open for Public Comment | |
| J. Executive Session pursuant to SDCL 1-26-2(6) | ACTION |
| Consent Agreement #17542 | |
| K. Vote from Executive Session | ACTION |
| Consent Agreement #17542 | |
| L. Adjournment | ACTION |

Meeting Minutes
SOUTH DAKOTA COSMETOLOGY COMMISSION
Microsoft Teams
Monday, January 12, 2026, 2:30 p.m. CST

President Graf called the meeting to order at 2:30 p.m. Sanner called the roll. A quorum was present.

Members Present electronically: Renee Graf
Trish Bates
Karma Sanner
Jason Pettigrew
Teri Schmidt

Others Present electronically: Adrian Ness, Program Director
Jerry McCabe, DLR Director
Danielle Bouwman
Fallon Helm
Stacie Gruenhagen
Mary Rassmussen
Jackie Dahlquist
Holly Keszler
Ivan Romero
Sherri Kanzenbach
Tara Mortland
Angela Taylor
Angela Larson

Sanner requested to add additional agenda item after item K. Bates made a motion to approve the agenda as amended. Sanner seconded the motion. **MOTION PASSED.**

Sanner made a motion to approve the November 17, 2025 meeting minutes. Pettigrew seconded the motion. **MOTION PASSED.**

Sanner reviewed financial reports. Bates made a motion to accept the reports. Sanner seconded the motion. **MOTION PASSED.**

Public Comment from Fallon Helm from Revive Day Salon and Apprenticeship shared her appreciation for the commission and offered her support if needed.

Sanner shared information about the upcoming Cosmetology at the Capitol Event on January 23, 2026, from 9:30 to 3:00 in the Capitol Rotunda.

South Dakota State Representative Tesa Schwans verbally presented on the bills she plans to bring in the 2026 Legislative Session.

Sanner requested to allocate funds for Commission members to attend the 2026 NIC Convention in October. Sanner motioned to approve funds for 2 commission members and program director to attend the NIC Convention. Pettigrew seconded the motion. **MOTION PASSED.**

Sanner shared her thoughts on including a photo of the licensee on the initial license.

Sanner discussed concerns about animals and pets in salon spaces.

Sanner proposed an idea to have all apprentices and instructors wear name badges while in the salon.

Program Director Ness reported that the office is continuing to work on improving communication with licensees. Ness welcomed the new inspector and shared that the office will no longer be issuing limited salon licenses unless specifically applied for. Ness also shared that the commission is working on finding an updated database.

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

The meeting adjourned at 3:31 p.m. CST.

South Dakota Cosmetology Commission

Financial Report – Fiscal Year 2026 (*Through March 13*)
Prepared for Board Members

Overview

As of March 13, 2026, the Commission earned \$447,475.91 in total revenues and incurred \$320,681.07 in expenditures, resulting in a net surplus of \$126,794.84. This reflects strong revenue performance and disciplined spending during the first half of FY26.

Revenue Highlights

- Licenses, Permits & Fees remain the dominant source, totaling \$338,783 (about 76% of all revenues). Key contributors include:
 - Operator/Manager Licenses: \$208,585
 - Salon Licenses: \$80,580
 - Permits: \$25,966
 - Fines, Forfeits & Penalties generated \$67,640, underscoring compliance enforcement.
 - Other Revenues totaled \$33,816, primarily from exam-related fees.
 - Nonoperating Revenues contributed \$7,236.91.
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Expenditure Summary

- Salaries and Wages: \$168,990.08
 - Benefits: \$48,866.58
 - Contractual Services: \$66,447.78
 - Travel: \$17,000.50
 - Supplies & Materials: \$3,040.03
 - Capital Outlay: \$6,408.33
 - Indirect Costs: \$9,927.77
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Monthly Trends

- September posted the highest revenue at \$61,435.
 - January recorded the highest spending at \$58,104.38.
 - Positive cash flow occurred in six of the first eight months of FY26, with continued positive activity into March.
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Conclusion & Outlook

The Commission's financial position is strong, with revenues exceeding expenditures by more than \$126,000 through March 13. Licensing activity remains healthy, and spending aligns with operational priorities. Continued oversight and prudent management will help sustain this positive trajectory through year-end.

SOUTH DAKOTA COSMETOLOGY COMMISSION

FY26 Financial Report (Through March 13)

Revenues	2026									2026 Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Nonoperating Revenues	\$ 7,236.91									\$ 7,236.91
NONOPERATING REVENUES										7,236.91
Licenses, Permits & Fees	\$ 30,052.00	\$ 32,635.00	\$ 48,860.00	\$ 38,500.00	\$ 36,056.00	\$ 41,280.00	\$ 45,890.00	\$ 41,960.00	\$ 23,550.00	\$ 338,783.00
COS-OPERATOR/MANAGER	18,420.00	20,665.00	28,140.00	24,990.00	21,735.00	26,310.00	28,005.00	25,965.00	14,355.00	208,585.00
COS-SALONS LICENSE	6,460.00	6,620.00	11,405.00	7,810.00	7,960.00	9,910.00	13,475.00	10,230.00	6,710.00	80,580.00
COS-INSTRUCTORS LIC	135.00	675.00	465.00	720.00	675.00	405.00	45.00	300.00		3,420.00
COS-STUDENTS/APPRENTICES	482.00	120.00	1,435.00	240.00	605.00	185.00	255.00	890.00	370.00	4,582.00
COS-PERMITS	2,565.00	2,875.00	4,275.00	3,000.00	3,231.00	2,820.00	3,000.00	3,075.00	1,125.00	25,966.00
COS-SCHOOL LICENSE	350.00		350.00		350.00					1,050.00
COS-RECIPROCITY/CERTIF	1,640.00	1,680.00	2,790.00	1,740.00	1,500.00	1,650.00	1,110.00	1,500.00	990.00	14,600.00
Fines, Forfeits & Penalties	\$ 5,180.00	\$ 5,965.00	\$ 8,300.00	\$ 7,360.00	\$ 7,290.00	\$ 6,915.00	\$ 8,895.00	\$ 11,315.00	\$ 6,420.00	\$ 67,640.00
COS-PENALTY'S	5,180.00	5,965.00	8,300.00	7,360.00	7,290.00	6,915.00	8,895.00	11,315.00	6,420.00	67,640.00
Other Revenues	\$ 5,722.00	\$ 3,335.00	\$ 4,275.00	\$ 3,335.00	\$ 2,870.00	\$ 5,840.00	\$ 2,800.00	\$ 3,284.00	\$ 2,355.00	\$ 33,816.00
COS-EDUCATION COURSE COST	100.00	100.00	840.00	100.00		155.00	200.00	200.00		1,695.00
COSM-NATL EXAM TEST COST	5,560.00	3,030.00	3,060.00	3,060.00	2,640.00	3,750.00	2,490.00	2,700.00	2,250.00	28,540.00
MISCELLANEOUS INCOME	62.00	205.00	375.00	175.00	230.00	1,935.00	110.00	384.00	105.00	3,581.00
Grand Total	\$ 40,954.00	\$ 49,171.91	\$ 61,435.00	\$ 49,195.00	\$ 46,216.00	\$ 54,035.00	\$ 57,585.00	\$ 56,559.00	\$ 32,325.00	\$ 447,475.91

Expenditures	2026									2026 Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Salaries	\$ 16,773.07	\$ 24,519.51	\$ 7,516.22	\$ 28,821.83	\$ 9,885.15	\$ 20,291.04	\$ 35,615.02	\$ 24,203.24	\$ 1,365.00	\$ 168,990.08
BOARD & COMM MBRS FEES	664.00	664.00		498.00		1,162.00	166.00			3,154.00
F-T EMP SAL & WAGES	11,759.99	16,659.27	5,012.08	21,275.81	7,466.77	14,458.41	23,960.59	18,305.82	1,365.00	120,263.74
P-T/TEMP EMP SAL & WAGES	4,349.08	7,196.24	2,504.14	7,048.02	2,418.38	4,670.63	11,488.43	5,897.42		45,572.34
Benefits	\$ 4,411.15	\$ 6,361.04	\$ 1,993.14	\$ 8,200.81	\$ 2,875.45	\$ 5,749.70	\$ 11,102.98	\$ 7,971.64	\$ 200.67	\$ 48,866.58
HEALTH/LIFE INS.-ER SHARE	2,397.69	3,445.66	1,093.25	4,681.63	1,669.73	3,290.84	6,777.45	4,971.21		28,327.46
OASI-EMPLOYER'S SHARE	1,278.78	1,868.81	584.28	2,186.64	738.33	1,530.86	2,587.35	1,763.26	116.06	12,654.37
RETIREMENT-ER SHARE	705.64	999.56	300.73	1,276.64	447.93	890.11	1,667.84	1,189.30	81.90	7,559.65
UNEMPLOYMENT COMPENSATION	5.01	11.37	3.59	13.53	4.62	9.17	17.17	11.59	0.66	76.71
WORKER'S COMPENSATION	24.03	35.64	11.29	42.37	14.84	28.72	53.17	36.28	2.05	248.39
Travel	\$ 1,584.03	\$ 1,137.78	\$ 1,734.49	\$ 2,396.81	\$ 4,124.51	\$ 1,440.18	\$ 1,720.68	\$ 2,218.03	\$ 643.99	\$ 17,000.50
AIR-COMM-OUT-OF-STATE					1,105.92					1,105.92
AUTO PRIV (IN-ST.) L/RTE	114.46	159.45	331.29	399.61		276.58	471.88	355.03	257.99	2,366.29
AUTO-PRIV (IN-ST.) H/RTE	515.90							35.00		550.90
AUTO-STATE OWNED-IN STATE	757.67	698.33	1,179.20	1,473.20	678.00	827.60	760.80	1,576.00		7,950.80
INCIDENTALS-OUT-OF-STATE					280.00					280.00
LODGING/IN-STATE							112.00			112.00
LODGING/OUT-OF-STATE					1,720.62					1,720.62
NON-TAXABLE MEALS/IN-ST							54.00		234.00	288.00
NON-TAXABLE MEALS/OUT-ST					186.00					186.00
OTHER-PUBLIC-OUT-OF-STATE					69.97					69.97
TAXABLE MEALS/IN-STATE	196.00	280.00	224.00	524.00	84.00	336.00	322.00	252.00	152.00	2,370.00
Contractual Services	\$ 13,422.39	\$ 12,197.61	\$ 5,541.50	\$ 8,656.86	\$ 3,815.47	\$ 5,488.02	\$ 8,208.17	\$ 5,517.76	\$ 3,600.00	\$ 66,447.78
BANK FEES AND CHARGES	741.01	823.65	842.71	947.64	1,051.67	886.75	1,051.49	1,327.16		7,672.08
BIT DEVELOPMENT COSTS		141.70			261.60	126.44	81.90			611.64
CENTRAL SERVICES	2,087.44	306.62	385.24	194.24	406.84	1,913.47	485.14	443.74		6,222.73
COMPUTER CONSULTANT	164.80				176.00			192.80		533.60
COMPUTER SERVICES-STATE	1,591.70	1,591.70	1,908.70	1,591.70	1,591.70	1,591.70	1,788.70	1,788.70		13,444.60
COMPUTER SOFTWARE LEASE				398.76						398.76
GARBAGE & SEWER		10.59								10.59
JANITORIAL & MAINT SERV	1.52	1.52	1.52	1.52	1.54	1.54	1.54	1.54		12.24
OTHER CONTRACTUAL SERVICE	8,514.00	9,000.00	1,782.00	4,500.00		558.00	4,500.00	1,062.00	3,600.00	33,516.00
TELECOMMUNICATIONS SRVCS	321.92	321.83	621.33	123.00	326.12	285.12	299.40	701.82		3,000.54
WORKSHOP REGISTRATION FEE				900.00		125.00				1,025.00
Supplies and Materials	\$ 644.61	\$ 352.35	\$ 210.32	\$ 597.36	\$ 285.89	\$ 192.08	\$ 200.81	\$ 553.84	\$ 2.77	\$ 3,040.03
OFFICE SUPPLIES	285.81	22.39	37.90	20.91	94.04	29.11	42.71	395.24	2.77	930.88
POSTAGE	358.80	244.61	172.42	236.65	191.85	162.97	158.10	158.60		1,684.00
PRINTING-STATE		85.35		339.80						425.15
Capital Outlay		\$ 5,462.88	\$ 884.00				\$ 61.45			\$ 6,408.33
COMPUTER HARDWARE		5,462.88	884.00				61.45			6,408.33
Indirect Costs			\$ 2,389.78	\$ 436.48	\$ 1,699.34	\$ 585.71	\$ 1,195.27	\$ 2,144.36	\$ 1,476.83	\$ 9,927.77
OPER TRANS OUT -NON BUDGT			2,389.78	436.48	1,699.34	585.71	1,195.27	2,144.36	1,476.83	9,927.77
Grand Total	\$ 36,835.25	\$ 50,031.17	\$ 20,269.45	\$ 49,110.15	\$ 22,685.81	\$ 33,746.73	\$ 58,104.38	\$ 42,608.87	\$ 7,289.26	\$ 320,681.07