

Meeting Agenda
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS

Ramkota Hotel & Conference Center
Lake Francis Case Room
920 W. Sioux Avenue, Pierre, SD
February 11, 2020, 4:00 p.m. CST

Persons wishing to join the meeting by teleconference may do so by calling the Board office at (605) 642-1600 by February 10, 2020 to arrange for a call-in number.

- A. Call to Order
- B. Roll Call/Introductions
- C. Approval of the agenda
- D. Public Comment
- E. Approval of the Minutes of October 7, 2019
- F. FY Financial Update
- G. Update on South Dakota Land Title Guide/Addendum/Copyright
- H. Executive Session-Pursuant to SDCL 1-25-2
 - a. Complaints/Investigations-If any
 - b. Executive Secretary Contract
- I. Other Business
- J. Next Meeting Date
- K. Adjourn

Meeting Minutes
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS
Ramkota Hotel & Conference Center
Lake Francis Case Room
920 W. Sioux Avenue, Pierre, SD
October 7, 2019 at 8:30 a.m. CDT

Meeting called to order at 8:30 a.m. by President Greg Wick, Rapid City, SD.

Members Present: President Wick noted Board members in attendance as Board members Yvon Burtz of Winner, SD and Dan Roe of Spearfish, SD.

Members Absent: Secretary-Treasurer Victoria Wilds of Canton, SD and Kara Semmler, Lay Board member from Pierre, SD.

At 8:32 a.m. President Wick asked for a motion to adjourn to executive session to conduct abstracter licensing examinations. 5 applicants were present. Burtz made a motion to adjourn to executive session. Roe seconded the motion. **MOTION PASSED.**

At 10:45 a.m. President Wick called for a motion to re-convene the meeting from executive session upon completion of examinations. Roe made a motion to re-convene from executive session. Burtz seconded the motion. **MOTION PASSED.**

With no other matters before the Board, Roe made a motion to adjourn the meeting. Burtz seconded. **MOTION PASSED.** Meeting adjourned at 11:45 a.m.

s/ Greg Wick, President

Meeting Minutes
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS
Ramkota Hotel & Conference Center
Lake Francis Case Room
920 W. Sioux Avenue, Pierre, SD
October 7, 2019 at 2:00 p.m. CDT

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

Members Present: Yvon Burtz, Dan Roe, Greg Wick, Kara Semmler, Victoria Wilds (via teleconference)

Members Absent: None

Others Present: Carol Tellinghuisen, Executive Secretary, Jill Lesselyoung, Executive Assistant, (Brooke Tellinghuisen Geddes, Executive Assistant and Graham Oey, Senior Staff Attorney, Department of Labor were present via teleconference).

Lesselyoung conducted roll call; Wick, Burtz, Roe, Semmler and Wilds in attendance. A quorum was present.

Burtz made a motion to approve the agenda as presented. Semmler seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Semmler, yes.

Wick asked for comments from the public. There were no comments offered.

Roe made a motion to approve the June 12, 2019, June 13, 2019 minutes and the June 28, 2019 rules hearing minutes. Burtz seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Semmler, yes.

Lesselyoung reported fiscal year-to-date figures as of July 31, 2019: revenue of \$17,710.00, expenditures of \$7,631.31 and cash on hand of \$285,192.62.

Wick advised he has reached out for signatures on the assignment of rights documents for the South Dakota Land Title Guide. The Board office will forward the documents with the request for signatures.

Wick advised he appeared in front of the interim rules review committee on September 8, 2019 and the rules package passed with all the changes as originally drafted. The Board expressed appreciation to Oey for his assistance on the rules changes.

There are no pending complaints. Wick advised there are pending plant transactions for new and or existing plant sales.

The next meeting date is set in conjunction with the South Dakota Land Title Association in Pierre. Testing will start at 11:30 a.m. CST on February 11th. The business meeting is set for February 12th at 4:00 p.m. CST.

Semmler made a motion to adjourn. Wilds seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes; Semmler, yes. The meeting adjourned at 2:35 p.m.

Respectfully submitted,

Carol Tellinghuisen
Executive Secretary
Abstracters Board of Examiners

DRAFT

STATE OF SOUTH DAKOTA
 REVENUE SUMMARY BY BUDGET UNIT
 FOR PERIOD ENDING: 06/30/2019

AGENCY BUDGET UNIT	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
10 1038			LABOR & REGULATION ABSTRACTERS BD OF EXAMINERS			
	6503		PROFESSIONAL & LICENSING BOARDS			
1038000698	6503	4596001	EDUCATIONAL MATERIAL-NHA	22,170.00	29,823.66	*
ACCT: 4596				22,170.00	29,823.66	*
ACCT: 45			CHARGES FOR SALES & SERVICES	22,170.00	29,823.66	**
1038000698	6503	4920045	NONOPERATING REVENUES	.00	3,623.85	*
ACCT: 4920			NONOPERATING REVENUE	.00	3,623.85	*
ACCT: 49			OTHER REVENUE	.00	3,623.85	**
CNTR: 1038000698				22,170.00	33,447.51	***
COMP: 6503				22,170.00	33,447.51	***
B UNIT: 1038				22,170.00	33,447.51	*****

MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
 FOR PERIOD ENDING: 06/30/2019

AGENCY BUDGET CENTER	UNIT	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	PAGE
10	1038	10380		LABOR & REGULATION			
				ABSTRACTERS BD OF EXAMINERS			
				ABSTRACTERS BOARD OF EXAMINERS			
COMPANY NO 6503 PROFESSIONAL & LICENSING BOARDS							
1038000698	6503	51010100		F-T EMP SAL & WAGES	181.30	1,601.96	
1038000698	6503	51010300		BOARD & COMM MBRS FEES	.00	1,920.00	
ACCT: 5101 EMPLOYEE SALARIES							
1038000698	6503	51020100		OASI-EMPLOYER'S SHARE	181.30	3,521.96	*
1038000698	6503	51020200		RETIREMENT-ER SHARE	14.06	269.43	
1038000698	6503	51020600		HEALTH/LIFE INS-ER SHARE	10.86	96.06	
1038000698	6503	51020800		WORKER'S COMPENSATION	20.66	178.93	
1038000698	6503	51020900		UNEMPLOYMENT COMPENSATION	.36	3.24	
					.04	.43	
ACCT: 5102 EMPLOYEE BENEFITS							
1038000698	51			PERSONAL SERVICES	45.98	548.09	*
					227.28	4,070.05	**
ACCT: 5203 TRAVEL							
1038000698	6503	52030300		AUTO-PRIV (IN-ST.) H/RTE	28.56	1,646.40	
1038000698	6503	52031000		LODGING/IN-STATE	.00	718.78	
1038000698	6503	52031400		TAXABLE MEALS/IN-STATE	5.50	27.50	
1038000698	6503	52031500		NON-TAXABLE MEALS/IN-ST	.00	395.00	
ACCT: 5204 CONTRACTUAL SERVICES							
1038000698	6503	52040800		LEGAL CONSULTANT	34.06	2,787.68	*
1038000698	6503	52040900		MANAGEMENT CONSULTANT	519.00	7,189.00	
1038000698	6503	52041810		BIT DEVELOPMENT COSTS	229.70	26,325.61	
1038000698	6503	52042000		CENTRAL SERVICES	.00	92.30	
1038000698	6503	52044900		RENDS-PRIVATE OWNED PROP.	54.08	1,936.49	
1038000698	6503	52045300		TELECOMMUNICATIONS SRVCS	100.00	1,200.00	
1038000698	6503	52045800		TRUCK-DRAYAGE & FREIGHT	.00	16.00	
1038000698	6503	52045900		INS PREMIUMS & SURETY BDS	25.46	81.58	
1038000698	6503	52049600		OTHER CONTRACTUAL SERVICE	.00	975.35	
					2,000.00	2,479.03	
ACCT: 5205 CONTRACTUAL SERVICES							
1038000698	6503	52050280		OFFICE SUPPLIES	2,928.24	40,295.36	*
					44.10	65.58	
ACCT: 5228 NONOP EXP/NONBUDG OP TR							
1038000698	6503	52280000		SUPPLIES & MATERIALS	44.10	65.58	*
				OPER TRANS OUT -NON BUDGT	29.39	5,167.76	
				OPERATING EXPENSES	3,035.79	48,316.38	**
COMP: 6503 PROFESSIONAL & LICENSING BOARDS							
					3,263.07	52,386.43	***
					3,263.07	52,386.43	****
					3,263.07	52,386.43	*****

BAL1409RR:

STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 06/30/2019

AGENCY: 10 LABOR & REGULATION
BUDGET UNIT: 1038 ABSTRACTERS BD OF EXAMINERS

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1038000698	1140000	275,113.93	DR	ABSTRACTERS BOARD OF EXAMINERS
COMPANY/SOURCE TOTAL 6503 698			275,113.93	DR *	
COMP/BUDG UNIT TOTAL 6503 1038			275,113.93	DR **	
BUDGET UNIT TOTAL 1038			275,113.93	DR ***	

STATE OF SOUTH DAKOTA
 REVENUE SUMMARY BY BUDGET UNIT
 FOR PERIOD ENDING: 12/31/2019

AGENCY BUDGET UNIT	COMPANY NO	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
10 1038	6503			LABOR & REGULATION ABSTRACTERS BD OF EXAMINERS			
	1038000698	6503	4293921	REEXAMINATION FEES	.00	225.00	
	1038000698	6503	4293922	EXAMINATION FEES	.00	750.00	
	1038000698	6503	4293923	RENEWAL FEES	.00	38,640.00	
	ACCT: 4293			BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	.00	39,615.00	*
	ACCT: 42			LICENSES, PERMITS & FEES	.00	39,615.00	**
	1038000698	6503	4596001	EDUCATIONAL MATERIAL-NHA	.00	17,710.00	
	ACCT: 4596				.00	17,710.00	*
	ACCT: 45			CHARGES FOR SALES & SERVICES	.00	17,710.00	**
	1038000698	6503	4920045	NONOPERATING REVENUES	.00	5,901.11	
	ACCT: 4920			NONOPERATING REVENUE	.00	5,901.11	*
	ACCT: 49			OTHER REVENUE	.00	5,901.11	**
	CNTR: 1038000698				.00	63,226.11	***
	COMP: 6503				.00	63,226.11	****
	B UNIT: 1038				.00	63,226.11	*****

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 12/31/2019

AGENCY BUDGET CENTER	UNIT	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
10	1038	10380		LABOR & REGULATION		
				ABSTRACTERS BD OF EXAMINERS		
				ABSTRACTERS BOARD OF EXAMINERS		
COMPANY NO 6503 PROFESSIONAL & LICENSING BOARDS						
1038000698	6503	51010100		F-T EMP SAL & WAGES	96.89	3,630.89
1038000698	6503	51010300		BOARD & COMM MBR'S FEES	.00	1,500.00
ACCT: 5101 EMPLOYEE SALARIES						
1038000698	6503	51020100		OASI-EMPLOYER'S SHARE	96.89	5,130.89
1038000698	6503	51020200		RETIREMENT-ER SHARE	7.08	385.91
1038000698	6503	51020600		HEALTH/LIFE INS.-ER SHARE	5.82	217.89
1038000698	6503	51020800		WORKER'S COMPENSATION	12.50	451.73
1038000698	6503	51020900		UNEMPLOYMENT COMPENSATION	.13	4.81
					.04	1.74
ACCT: 5102 EMPLOYEE BENEFITS						
1038000698	6503	52030100		AUTO-STATE OWNED-IN STATE	25.57	1,062.08
1038000698	6503	52030200		AUTO PRIV (IN-ST.) L/RTE	122.46	6,192.97
1038000698	6503	52030300		AUTO-PRIV (IN-ST.) H/RTE	.00	19.26
1038000698	6503	52031000		LODGING/IN-STATE	.00	96.32
1038000698	6503	52031500		NON-TAXABLE MEALS/IN-ST	.00	1,422.96
1038000698	6503	52033500		NON-TAXABLE MEALS/OUT-ST	.00	921.82
					.00	513.86
					.00	56.61
ACCT: 5203 TRAVEL						
1038000698	6503	52040900		MANAGEMENT CONSULTANT	2,050.00	3,030.83
1038000698	6503	52042000		CENTRAL SERVICES	6.23	14,085.75
1038000698	6503	52043600		ADVERTISING-NEWSPAPER	.00	1,399.03
1038000698	6503	52044900		RENTS-PRIVATE OWNED PROP.	.00	1,363.78
1038000698	6503	52045300		TELECOMMUNICATIONS SVCS	100.00	884.38
1038000698	6503	52045800		TRUCK-DRAYAGE & FREIGHT	12.00	54.00
1038000698	6503	52049600		OTHER CONTRACTUAL SERVICE	177.13	435.21
					177.13	1,129.92
ACCT: 5204 CONTRACTUAL SERVICES						
1038000698	6503	5228000		OPER TRANS OUT -NON BUDGT	2,345.36	19,352.07
					8.52	300.48
ACCT: 5228 NONOP EXP/NONBGTD OP TR						
1038000698	6503	5228000		OPERATING EXPENSES	8.52	300.48
					2,353.88	22,683.38
COMP: 6503 PROFESSIONAL & LICENSING BOARDS						
					2,476.34	28,876.35
CENTER: 1038000698						
					2,476.34	28,876.35
B UNIT: 1038						
					2,476.34	28,876.35

AGENCY: 10 LABOR & REGULATION
BUDGET UNIT: 1038 ABSTRACTERS BD OF EXAMINERS

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1038000698	1140000	314,415.92	DR	ABSTRACTERS BOARD OF EXAMINERS
COMPANY/SOURCE TOTAL 6503 698			314,415.92	DR *	
COMP/BUDG UNIT TOTAL 6503 1038			314,415.92	DR **	
BUDGET UNIT TOTAL 1038			314,415.92	DR ***	