

Meeting Agenda
SOUTH DAKOTA ABTRACTERS' BOARD OF EXAMINERS
Holiday Inn Sioux Falls- City Centre by IHG- Cascade Room
100 W. 8th Street
Sioux Falls, SD 57104

June 12, 2025 – 4:00 p.m. CDT

Persons wishing to join the meeting remotely may do so via Microsoft Teams or by calling +1 469.770.0416, ID: 279081347#

- A. Call to Order
- B. Roll Call/Introductions
- C. Approval of the agenda
- D. Public Comment
- E. Approval of the Minutes of February 5, 2025
- F. FY Financial Update
- G. Plant Exams Update
- H. Legislative Updates
- I. Election of Officers
- J. Complaint Dismissals- Standing Authority
- K. Schedule Next Meeting(s)
- L. Executive Session-Pursuant to SDCL 1-25-2
 - a. Complaints/Investigations
 - i. Complaint #2025-1
- M. Other Business
- N. Adjourn

Meeting Minutes
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS

Drifters Event Center
325 Hustan Avenue
Fort Pierre, SD
February 5, 2025 – 4:00 p.m. CST

President Roe called the meeting to order at 4:00 p.m. CST

Members Present: Dan Roe, Greg Wick, Victoria Wilds (via video conference), Michael Larson

Members Absent: Terra Larson

Others Present: Brooke Tellinghuisen Geddes, Executive Secretary; Katie Funke, Executive Assistant; Jennifer Doubleddee, Legal Counsel- Department of Labor and Regulation; Ellen Margheim, Homestead Holdings, Inc; Jodi Johannesen, SoDak Title; Christina Marta, SoDak Title; Melissa Bitterman, First Dakota Title; Eric Hanson, Dakota Homestead; Laci Sosa, SoDak Title.

Board members introduced themselves. Wick, Roe, M. Larson and Wilds (via teleconference) were in attendance. A quorum was present.

Approval of the Agenda: Wick made a motion to approve the agenda as presented. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote.

Public Comment: There was no public comment provided.

Approval of the Minutes from October 7, 2024: M. Larson made a motion to approve the minutes from October 7, 2024. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote.

FY Financial Update: Tellinghuisen Geddes reported fiscal year-to-date figures as of December 31, 2024: revenue of \$24,347.32 expenditures of \$27,345.03 and cash on hand of \$368,122.44.

Plant Exams Update: No updates were provided as no plant exams have been completed since the last meeting.

Legislative Updates: Tellinghuisen Geddes made the board aware of SB 74, that will require the board to annually review information related to open meeting laws.

Schedule Next Meeting: The next meeting is scheduled for Thursday, June 12, 2025, at the Holiday Inn Sioux Falls City Center, the time is to be determined. Testing is tentatively planned to take place the day prior, June 11, 2025, starting at 12:00 p.m. CDT at the Holiday Inn Sioux Falls City Center.

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

Complaints/Investigations: The board office reported one pending complaint.

Vote on Executive Secretary Contract: Wick made a motion to renew the executive secretary contract with Professional Licensing at the current rate. M. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

Other Business: No other business was addressed.

Wilds made a motion to adjourn at 4:11 p.m. CST. Wick seconded the motion. **MOTION PASSED** by unanimous voice vote.

Respectfully submitted,

Brooke Tellinghuisen Geddes

Brooke Tellinghuisen Geddes
Executive Secretary
Abstracters Board of Examiners

STATE OF SOUTH DAKOTA
REVENUE SUMMARY BY BUDGET UNIT
FOR PERIOD ENDING: 04/30/2025

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

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO 6503					
COMPANY NAME PROFESSIONAL & LICENSING BOARDS					
1038000698	6503	4293921	REEXAMINATION FEES	.00	150.00
1038000698	6503	4293922	EXAMINATION FEES	250.00	1,000.00
1038000698	6503	4293923	RENEWAL FEES	700.00	9,450.00
ACCT: 4293			BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)	950.00	10,600.00 *
ACCT: 42			LICENSES, PERMITS & FEES	950.00	10,600.00 **
1038000698	6503	4596001	EDUCATIONAL MATERIAL-NHA	.00	400.00
ACCT: 4596				.00	400.00 *
ACCT: 45			CHARGES FOR SALES & SERVICES	.00	400.00 **
1038000698	6503	4920045	NONOPERATING REVENUES	.00	14,497.32
ACCT: 4920			NONOPERATING REVENUE	.00	14,497.32 *
ACCT: 49			OTHER REVENUE	.00	14,497.32 **
CNTR: 1038000698				950.00	25,497.32 ***
COMP: 6503				950.00	25,497.32 ****
B UNIT: 1038				950.00	25,497.32 *****

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 04/30/2025

AGENCY	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
BUDGET UNIT 1038			LABOR & REGULATION		
CENTER-5 10380			ABSTRACTERS BD OF EXAMINERS - INFO		
			ABSTRACTERS BOARD OF EXAMINERS		
CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO 6503			PROFESSIONAL & LICENSING BOARDS		
1038000698	6503	51010100	F-T EMP SAL & WAGES	156.32	627.12
1038000698	6503	51010300	BOARD & COMM MBRS FEES	.00	2,822.00
ACCT: 5101			EMPLOYEE SALARIES		
1038000698	6503	51020100	OASI-EMPLOYER'S SHARE	156.32	3,449.12
1038000698	6503	51020200	RETIREMENT-ER SHARE	11.97	264.54
1038000698	6503	51020600	HEALTH/LIFE INS.-ER SHARE	9.39	37.62
1038000698	6503	51020800	WORKER'S COMPENSATION	22.59	91.16
1038000698	6503	51020900	UNEMPLOYMENT COMPENSATION	.27	1.06
				.02	.08
ACCT: 5102			EMPLOYEE BENEFITS		
ACCT: 51			PERSONAL SERVICES	44.24	394.46
				200.56	3,843.58
1038000698	6503	52030300	AUTO-PRIV (IN-ST.) H/RTE	.00	1,670.92
1038000698	6503	52031000	LODGING/IN-STATE	.00	881.14
1038000698	6503	52031400	TAXABLE MEALS/IN-STATE	.00	42.00
1038000698	6503	52031500	NON-TAXABLE MEALS/IN-ST	.00	408.00
ACCT: 5203			TRAVEL		
1038000698	6503	52040500	COMPUTER CONSULTANT	.00	3,002.06
1038000698	6503	52040900	MANAGEMENT CONSULTANT	1,317.02	3,474.52
1038000698	6503	52042000	CENTRAL SERVICES	3,432.30	32,327.71
1038000698	6503	52044600	EQUIPMENT RENTAL	50.25	1,927.77
1038000698	6503	52045100	RENTS-OTHER	.00	40.00
1038000698	6503	52045900	INS PREMIUMS & SURETY BDS	.00	250.00
ACCT: 5204			CONTRACTUAL SERVICES	1,000.05	1,000.05
1038000698	6503	5228000	OPER TRANS OUT -NON BUDGT	5,799.62	39,020.05
				.00	178.51
ACCT: 5228			NONOP EXP/NONBGTD OP TR	.00	178.51
ACCT: 52			OPERATING EXPENSES	5,799.62	42,200.62
COMP: 6503			PROFESSIONAL & LICENSING BOARDS		
CENTER: 1038000698				6,000.18	46,044.20
B UNIT: 1038				6,000.18	46,044.20
				6,000.18	46,044.20

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STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 04/30/2025

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

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1038000698	1140000	347,880.12	DR	ABSTRACTERS BOARD OF EXAMINERS
COMPANY/SOURCE TOTAL 6503 698			347,880.12	DR *	
COMP/BUDG UNIT TOTAL 6503 1038			347,880.12	DR **	
BUDGET UNIT TOTAL 1038			347,880.12	DR ***	

36-1C-4. Investigation--Dismissal permitted.

Upon completion of the investigation, the investigating committee shall recommend to the agency whether the complaint should be dismissed for lack of probable cause, resolved by informal disposition, or settled by a formal hearing. The failure of an applicant or licensee to comply with the investigation is grounds for denial of the application or disciplinary action.

An agency may allow the investigative committee to dismiss a complaint. Any dismissal by the investigative committee must be reported to the agency at its next scheduled meeting or within thirty days, whichever is shorter.

An investigative committee includes the agency's legal counsel.

Source: SL 2021, ch 168, § 4.