

Meeting Agenda
SOUTH DAKOTA ABSTRACTERS' BOARD OF EXAMINERS
Holiday Inn Rapid City Downtown Convention Center
Montana Room
505 N. 5th St.
Rapid City, SD 57701

June 13, 2024 – 4:30 p.m. MDT/5:30 p.m. CDT

Persons wishing to join the meeting by teleconference may do so by calling (866) 705-2554, key in the access code of 263756.

- A. Call to Order
- B. Roll Call/Introductions
- C. Approval of the agenda
- D. Public Comment
- E. Approval of the Minutes of January 31, 2024
- F. FY Financial Update
- G. Plant Exams Update
- H. Annual Registration and Renewal Update
- I. Legislative Updates
- J. Election of Officers
- K. Schedule Next Meeting(s)
- L. Executive Session-Pursuant to SDCL 1-25-2
 - a. Complaints/Investigations-If any
- M. Other Business
- N. Adjourn

Meeting Minutes
SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS
Drifters Event Center
Pierre, SD
January 31, 2024 – 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 teleconference), Michael Larson

Members Absent: Terra Larson

Others Present: Brooke Tellinghuisen Geddes, Executive Secretary; Katie Funke, Executive Assistant; Jerry McCabe, Board Attorney, Department of Labor; Jenifer Ehmann, Pennington Title Company; Ellen Margheim, Homestead Holdings; Kerry Brandenberger, Titles of Dakota; Melissa Betterman, First Dakota Title; Eric Hanson, Dakota Homestead; and Billy Sitz, Tri State 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. M. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote.

Public Comment: Roe asked for comments from the public. There were no comments offered.

Approval of the Minutes from October 2, 2023: M. Larson made a motion to approve the minutes from October 2, 2023. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote.

FY Financial Update: Funke reported fiscal year-to-date figures as of November 30, 2023: revenue of \$22,410.20 expenditures of \$26,319.90 and cash on hand of \$354,746.45.

Plant Exams Update: Tellinghuisen Geddes advised there is one plant that is ready to be examined.

Legislative Updates: Tellinghuisen Geddes made the Board aware of SB 57 that creates a uniform procedure for consideration of criminal histories and convictions in professional or occupational licensure. McCabe advised he helped write the bill and asked for questions. There were no questions from the board.

Schedule Next Meeting: The next meeting was scheduled for June 13, 2024, at 4:30 p.m. MDT. The testing will be held the day prior at Noon MDT on June 12, 2024, in Rapid City. Both meetings are tentatively planned to be held at the Holiday Inn Rapid City Downtown Convention Center.

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

Vote on Executive Secretary Contract Renewal: Wilds made a motion to renew the Executive Secretary Contract with Professional Licensing at its current rate with a cost-of-living increase consistent with the cost-of-living increase granted by the state as well as an increase the expense amount by \$1,500. M. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

Other Business: Roe and Wick met with five applicants the day prior to administer abstracter licensing examinations.

Wick made a motion to adjourn. Wilds seconded the motion. **MOTION PASSED** by unanimous voice vote. The meeting adjourned at 4:14 p.m. CST.

Respectfully submitted,



Brooke Tellinghuisen Geddes
Executive Secretary
Abstracters Board of Examiners

DRAFT

12

BA1409R1

STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 02/29/2024

PAGE

165

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

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	1038000698	1140000	344,407.22	DR	ABSTRACTERS BOARD OF EXAMINERS
COMPANY/SOURCE TOTAL 6503 698			344,407.22	DR *	
COMP/BUDG UNIT TOTAL 6503 1038			344,407.22	DR **	
BUDGET UNIT TOTAL 1038			344,407.22	DR ***	

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 02/29/2024

AGENCY 10 LABOR & REGULATION
BUDGET UNIT 1038 ABSTRACTERS BD OF EXAMINERS - INFO
CENTER-5 10380 ABSTRACTERS BOARD OF EXAMINERS

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE
COMPANY NO 6503					
COMPANY NAME PROFESSIONAL & LICENSING BOARDS					
1038000698	6503	51010100	F-T EMP SAL & WAGES	28.71	222.58
1038000698	6503	51010300	BOARD & COMM MERS FEES	360.00	1,020.00
ACCT: 5101					
EMPLOYEE SALARIES					
1038000698	6503	51020100	OASI-EMPLOYER'S SHARE	388.71	1,242.58
1038000698	6503	51020200	RETIREMENT-ER SHARE	30.76	95.64
1038000698	6503	51020600	HEALTH/LIFE INS.-ER SHARE	1.72	13.24
1038000698	6503	51020800	WORKER'S COMPENSATION	3.15	26.55
1038000698	6503	51020900	UNEMPLOYMENT COMPENSATION	.05	.43
				.00	.07
ACCT: 5102					
EMPLOYEE BENEFITS					
1038000698	6503	52030300	AUTO-PRIV (IN-ST.) H/RTE	35.68	135.93
1038000698	6503	52031000	LODGING/IN-STATE	424.39	1,378.51
1038000698	6503	52031400	TAXABLE MEALS/IN-STATE	413.10	2,819.79
1038000698	6503	52031500	NON-TAXABLE MEALS/IN-ST	.00	1,396.96
				14.00	14.00
				168.00	902.00
ACCT: 5203					
TRAVEL					
1038000698	6503	52040500	COMPUTER CONSULTANT	595.10	5,132.75
1038000698	6503	52040900	MANAGEMENT CONSULTANT	335.00	2,370.22
1038000698	6503	52041810	BIT DEVELOPMENT COSTS	2,922.41	25,731.19
1038000698	6503	52042000	CENTRAL SERVICES	.00	85.75
1038000698	6503	52045800	TRUCK-DRAYAGE & FREIGHT	.00	1,562.29
1038000698	6503	52049600	OTHER CONTRACTUAL SERVICE	.00	255.20
				130.00	130.00
ACCT: 5204					
CONTRACTUAL SERVICES					
1038000698	6503	52050200	OFFICE SUPPLIES	3,257.41	30,134.65
ACCT: 5205					
SUPPLIES & MATERIALS					
1038000698	6503	5228000	OPER TRANS OUT -NON BUDGT	.00	387.00
ACCT: 5228					
NONOP EXP/NONBGTD OP TR					
1038000698	6503	5228000	OPERATING EXPENSES	.00	45.32
ACCT: 52					
COMP: 6503 PROFESSIONAL & LICENSING BOARDS					
				4,276.90	37,078.23
CENTER: 1038000698					
B UNIT: 1038				4,276.90	37,078.23
				4,276.90	37,078.23

STATE OF SOUTH DAKOTA
 REVENUE SUMMARY BY BUDGET UNIT
 FOR PERIOD ENDING: 02/29/2024

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	4293920	NEW LICENSE FEES	.00	1,750.00	
1038000698	6503	4293921	REEXAMINATION FEES	200.00	425.00	
1038000698	6503	4293922	EXAMINATION FEES	250.00	3,250.00	
1038000698	6503	4293923	RENEWAL FEES	.00	8,050.00	
ACCT: 4293	BUSINESS & OCCUP LICENSING (NON-GOVERNMENTAL)			450.00	13,475.00	*
ACCT: 42	LICENSES, PERMITS & FEES			450.00	13,475.00	**
1038000698	6503	4539001	OTHER CHARGES	.00	1,699.60	
ACCT: 4539	OTHER CHARGES (STATE INTRA-GOVERNMENT)			.00	1,699.60	*
1038000698	6503	4596001	EDUCATIONAL MATERIAL-NHA	100.00	200.00	
ACCT: 4596				100.00	200.00	*
ACCT: 45	CHARGES FOR SALES & SERVICES			100.00	1,899.60	**
1038000698	6503	4920045	NONOPERATING REVENUES	.00	7,685.60	
ACCT: 4920	NONOPERATING REVENUE			.00	7,685.60	*
ACCT: 49	OTHER REVENUE			.00	7,685.60	**
CNTR: 1038000698				550.00	23,060.20	***
COMP: 6503				550.00	23,060.20	****
B UNIT: 1038				550.00	23,060.20	*****