

**Meeting Minutes**  
**SOUTH DAKOTA ABSTRACTERS BOARD OF EXAMINERS**

South Dakota Department of Labor and Regulation  
123 W Missouri Ave., Pierre, SD  
February 13, 2019 at 2:00 p.m. CST

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

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

**Members Absent:** Kara Semmler

**Others Present:** Via teleconference; Carol Tellinghuisen, Executive Secretary, Jill Lesselyoung, Executive Assistant, Brooke Tellinghuisen Geddes, Executive Assistant and Amber Mulder, Senior Staff Attorney, Department of Labor.

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

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

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

Burtz made a motion to approve the October 24, 2018 and November 29, 2018 minutes. Roe seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes.

Lesselyoung reported fiscal year-end figures as of June 29, 2018: revenue of \$53,790.37, expenditures of \$40,490.24 and cash on hand of \$294,052.85 and year to date figures as of December 31, 2018: revenue of \$8,427.51, expenditures of \$25,171.03 and cash on hand of \$277,309.33. Burtz moved to accept the financials as presented. Wilds seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes.

Wick advised he has been in contact with Bill Van Camp and he has signed the contract as presented. Due to time constraints, he is not able to re-copyright the Land Title Guide/Addendum. Discussion was held regarding legal counsel available to do to the copyright work. Mulder will talk to the Office of Risk Management for legal counsel on contract with the State.

Roe made a motion to enter executive session at 2:14 p.m. pursuant to SDCL 1-25-2. Burtz seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes. Roe made a motion to exit executive session at 2:19 p.m. Burtz seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes.

Burtz made a motion to renew the Executive Secretary Contract with Carol Tellinghuisen of Professional Licensing with a state cost of living increase if implemented. Roe seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes.

Mulder advised the Department of Labor has been charged with reviewing all licensure boards for reduction and elimination of unnecessary barriers to licensure. HB1111 will require Boards to issue a license within 30 days of a completed application. She advised the Board will need to amend the administrative rules to be in compliance with HB1111. Following discussion, it was agreed to have all members review the current administrative rules and send suggested changes to the Board office. The Board office will draft rules for review and forward to Mulder.

Wick and Roe advised they had been contacted regarding an owner of a title plant that was now the Register of Deeds in that county. There were concerns regarding a potential conflict of interest. Mulder advised Wick and Roe to reach out and direct any questions to the County for a County Code of Conduct.

The next meeting date is set in conjunction with the South Dakota Land Title Association in Aberdeen. Testing will start at 12:00 p.m. CDT on June 12, 2019. The business meeting is set for June 13, 2019 at 4:00 p.m. CDT.

Burtz made a motion to adjourn. Wilds seconded the motion. **MOTION PASSED** by roll call vote. Wick, yes; Wilds, yes; Roe, yes; Burtz, yes. The meeting adjourned at 3:05 p.m.

Respectfully submitted,

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Carol Tellinghuisen  
Executive Secretary  
Abstracters Board of Examiners