

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

Department of Labor & Regulation  
DLR Avenue Conference Room  
217 W. Missouri Ave.

Pierre, SD

October 7, 2024 – 2:00 p.m. CDT

President Roe called the meeting to order at 2:03 p.m. CDT

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

**Members Absent:** None.

**Others Present:** Brooke Tellinghuisen Geddes, Executive Secretary; Katie Funke, Executive Assistant; Ann Bowar, Administrative Assistant; Jerry McCabe, Director of Department of Labor and Regulation.

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

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

**Public Comment:** There were no members of the public in attendance.

**Approval of the Minutes from June 13, 2024:** M. Larson made a motion to approve the minutes from June 13, 2024. Wick seconded the motion. **MOTION PASSED** by unanimous voice vote.

**FY Financial Update:** Tellinghuisen Geddes reported fiscal year-end figures as of June 30, 2024: revenue of \$61,290.48 expenditures of \$50,894.83 and cash on hand of \$368,427.00.

**Plant Exams Update:** No updates were provided.

**Schedule Next Meeting:** The next meeting is scheduled for Wednesday, February 5, 2025 at 4:00 p.m. CST at Drifters Event Center. Testing is tentatively planned to take place the day prior, February 4, 2025 starting at 12:00 p.m. CST at the Department of Labor.

**Executive Session:** T. Larson made a motion to enter executive session at 2:09 p.m. CDT. M. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

Roe declared an end to executive session at 2:16 p.m. CDT.

**Complaints/Investigations:** M. Larson made a motion to adopt the Assurance of Voluntary Compliance for complaint 2024-1 as presented. Wilds seconded the motion. **MOTION PASSED** by roll call vote: Roe, yes; Wick, abstain; Wilds, yes; T. Larson, yes; M. Larson, yes.

**Other Business:** Roe, Wick and M. Larson met with four applicants earlier in the day to administer licensing examinations.

Wilds made a motion to adjourn at 2:18 p.m. CDT. T. Larson seconded the motion. **MOTION PASSED** by unanimous voice vote.

Respectfully submitted,

*Brooke Tellinghuisen Geddes*

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Brooke Tellinghuisen Geddes  
Executive Secretary  
Abstracters Board of Examiners

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