

**MINUTES OF REGULAR MEETING
OKLAHOMA ABSTRACTORS BOARD
October 6, 2011**

1. A regular meeting of the Oklahoma Abstractors Board (OAB) was called to order by Chairman Riley at 10:00 a.m. on October 6, 2011, at the Oklahoma Abstractors Board office, 2401 NW 23rd St., Suite 60B, Oklahoma City, OK.
2. The Secretary called roll. Attending were Linda Carpenter, Jerald Stringer, Monica Wittrock, Gary Baer, Herschel Beard, Mike Harris, Corky Heard and David Riley. It was determined that eight members were present at the time of roll call and that a quorum was present. Glenda Mittasch was absent with an excused absence. Also attending were John Crittenden, Assistant Attorney General, Mitzi Combs, Inspector, and Glynda Reppond, Executive Director. The Chairman announced that notice of the meeting and posting of the agenda had been done in accordance with the Open Meeting Act.
3. The minutes of the regular meeting of the OAB conducted September 8, 2011, were then distributed. After review, a motion was made by Linda Carpenter and seconded by Monica Wittrock to accept the minutes as presented. Vote: Unanimously approved.
4. **Chairman's Report: David Riley.** Chairman Riley welcomed all guests and thanked everyone for attending. He also welcomed new Realtor Board member, Earl "Corky" Heard, III.
5. **Executive Director's Report:** Director Reppond reported that she and Inspector Combs had attended all the OLTA Regional meetings except Enid and Linda Carpenter represented the Board at that meeting. She told the meeting attendees that next year the Board would be giving the licensing test at all the Regional meetings except Oklahoma City. Director Reppond has completed the 2013 Budget Report and has submitted it to the Office of State Finance. She presented a list of proposed meeting dates for 2012 and asked the Board to review them. Mr. Beard will check on the ALTA meeting date and let her know when that is scheduled. She reminded the Board that she will be leaving on vacation through next week.
6. **Committee Reports:**
 - a. **Budget and Finance – Jerald Stringer.** Mr. Stringer gave an update on the budget and presented the OSF Form "FY2012 Operating Budget Comparison by Department and Account", the Six Digit Object of Expenditure Report, the Six Digit Expenditure Detail Report, and the OAB P&L Statement for FY2011, which covers each month from the beginning of the fiscal year for comparison purposes. All accounts balance with OAB reported totals. Total expenditures for the month of September were \$26,133.14 and the amount for the year to date is \$71,022.07. A motion was made by Monica Wittrock and seconded by Gary Baer to approve the budget report as presented. Vote: Unanimously approved.
 - b. **Rules and Regulations – Herschel Beard.** - Mr. Beard reported that the Rules Committee will have a meeting after the Board meeting today to continue reviewing the list of prior suggestions and decide which are the most pressing to work on this year.

c. Licensing and Testing – Linda Carpenter. Ms. Carpenter reported that the next test will be held on November 3rd at the OAB office in Oklahoma City, as well as given at the OLTA basic abstractor school on November 8th.

d. Inspections – Mitzi Combs. Ms. Combs reported that she will perform inspections in Jay, Stillwell, Madill, Antlers and Idabel in November and has recently completed inspections in Poteau and Marietta.

e. Enforcement Committee – Glenda Mittasch.

Inspection Reports: Presented to the Board for approval was a list of inspections which are set out in the attachment hereto. After discussion, a motion was made by Monica Wittrock and seconded by Jerald Stringer to approve the inspections as presented. Vote: Unanimously approved.

Applications for Licenses: Presented to the Board for approval was a list of applicants for abstract licenses which are set out in the attachments hereto. After discussion, a motion was made by Gary Baer and seconded by Herschel Beard for approval subject to administrative review by the Executive Director, and making sure all compliance issues were met and appropriate fees paid. Vote: Unanimously approved.

Certificates of Authority and Rate Sheets: Presented to the Board for approval was a list companies for renewal of Certificate of Authority which is set out in the attachments hereto. After discussion, a motion was made by Linda Carpenter and seconded by Gary Baer for approval subject to administrative review by the Executive Director, and making sure all compliance issues were met and appropriate fees paid. Vote: Unanimously approved.

Rate Sheets Only: Presented to the Board for approval was a list companies for renewal of Rate Sheets which is set out in the attachments hereto. After discussion, a motion was made by Herschel Beard and seconded by Jerald Stringer for approval subject to administrative review by the Executive Director, and making sure all compliance issues were met. Vote: Unanimously approved.

Texas Files Request tabled from previous meeting: Several Board members reported on their discussions with their County Clerk. Most Clerks have been directing them to obtain an application for permit to construct an abstract plant from the OAB. After further discussion concerning this matter, a motion was made by Herschel Beard and seconded by Gary Baer for Chairman Riley to send a letter to this company explaining the procedure for obtaining files to build an abstract plant. Vote: Unanimously approved. Monica Wittrock will work on this matter with Chairman Riley.

7. Legal Counsel's Report: John Crittenden.

Arbuckle litigation, Carter County Case No. CV-2011-33. Mr. Crittenden reported that he has prepared and filed a "Record" in the case. He and Attorney Johnston will agree to a briefing schedule in the near future.

8. Visitor's Comments: Donna Schmulbach thanked the Director, Inspector and Ms. Carpenter for attending the OLTA Regional meetings.

9. **Next Meeting:** The next meeting will be held Thursday, November 10, 2011, at 10:00 a.m. at the OAB office, 2401 NW 23rd St., Suite 60B, Oklahoma City, OK.
10. The meeting was adjourned by Chairman Riley.

Respectfully submitted,



Glynda Reppond
Executive Director

INSPECTION REPORTS			OCTOBER 2011
Company	County	Date Inspected	Recommendations or Requirements
Custer Co. Abstract Co.	Custer	08/24/11	
Cheyenne Abstract Co., Inc.	Roger Mills	08/25/11	
Woodward Co. Abstract Co.	Woodward	08/24/11	
Beckham Co. Abstract Co., Inc.	Beckham	08/25/11	
Sayre Abstract Co.	Beckham	08/25/11	
Bryan Co. Abstract Co.	Bryan	9/9/2011	
Bryan Co. Research, L.L.C.	Bryan	9/9/2011	
Durant Abstract, Inc.	Bryan	9/9/2011	

REQUIREMENTS

1. Keep an in and out log on a daily basis.
2. Bring and keep index current (ie lease, agreement or media)
3. Require last 30 days of invoices for review for compliance with filed rates
4. The practice of charging for status on files to cease since it is not a filed and approved rate
5. Provide plant lease
6. Provide updated OESC to match with employees

RECOMMENDATIONS

- A. Make a good faith effort to locate abstract and document efforts.
- B. Cease requiring authorization letter from Owner
- C. If storing abstracts for anyone, must store abstracts for everyone

OCTOBER 2011 Individual License Renewals

10/6//2011

Date Rec	First	Last	Exp Date	Cond Appr	Company	County
9/7	Debra	Korsack	10/28/11		American Abstract Company	McClain
9/7	Tresa	Johnson	11/28/11		Pushmataha County Abstract	Pushmataha
9/7	Hope	Morgan	11/28/11		Eufaula Abstract & Title Co.	McIntosh & Haskell
9/7	Carrie	Eubanks	11/28/11		Rogers County Abstract	Rogers
9/7	Barbara	Strickland	11/28/11		Rogers County Abstract	Rogers
9/9	Carie	Robison	11/28/11		American Eagle Title Group	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/9	Randy	Dittmann	9/28/11	3	Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/14	Cintra	Bartlett	12/28/11		OK Abstract Company of Lawton	Comanche
9/14	Sarah	James	12/28/11		OK Abstract Company of Lawton	Comanche
9/14	Samia	Woodall	12/28/11		OK Abstract Company of Lawton	Comanche
9/14	Robert	Heckenkamp	2/28/12		Logan County Abstract	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/14	Maranda	Stone	4/28/12		Logan County Abstract	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/14	Sally	Hudson	1/28/12		Logan County Abstract	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/14	Patricia	Brainard	10/28/12		Logan County Abstract	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/14	Marsha	Tooley	1/28/12		Logan County Abstract	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/14	Susan	Mullins	4/28/12		Logan County Abstract	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/14	Barbara	Wilson	10/28/11		Title Abstract Company	Nowata
9/15	Amanda	Cody	10/28/11		The OKC Abstract & Title Co.	Oklahoma
9/15	Sammy	Hendrix	6/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Lindsey	Munson	3/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Gary	Bouret	6/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Gordon	Bouret	3/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	John	Cochrane, Jr	11/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Mary	Jenson	1/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Michael	Galloway	8/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Jami	Dolan	5/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Anna	Bouret	3/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Anthony	Reid	4/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Riann	Reason	4/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Brenda	Lightfoot	11/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Margit	Modena	4/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Mitchell	Reid	4/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Jessica	Garcia	11/28/11		The OKC Abstract & Title Co.	Oklahoma
9/15	Inez	Perry	6/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Elberge	Sanders	1/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Mary Ann	Bracken-Gray	2/28/12		The OKC Abstract & Title Co.	Oklahoma
9/15	Sandy	Johnston	9/28/11	3	Kiowa County Abstract	Kiowa

Date Rec	First	Last	Exp Date	Cond Appr	Company	County
9/15	Kameran	Jones	12/28/11		Kiowa County Abstract	Kiowa
9/15	Donald	Brinson	11/28/12		Murray County Abstract & Title	Murray
9/22	Lori	Tucker	10/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Lou Ann	Smith	9/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Marcia	Makinson	1/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Valerie	Brown	4/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Kimberly	Donathan	3/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Megan	Donathan	4/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Holly	Horn	9/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Susan	Lee	10/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Teresa	Hamilton	3/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Robin	Finch	5/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Rita	Nunn	6/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Angela	Robins	3/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Tara	Sexton	8/28/12		Okmulgee Land Title Company	Okmulgee
9/22	Deborah	Haynes	4/28/12		Okmulgee Land Title Company	Okmulgee
9/22	James	Blevins, Jr.	3/28/12		American Abstract Co. of McClain	McClain
9/22	Tammy	Burton	6/28/12		American Abstract Co. of McClain	McClain
9/22	Katrina	Mosshammer	6/28/12		American Abstract Co. of McClain	McClain
9/22	Gayle	Helton	6/28/12		American Abstract Co. of McClain	McClain
9/22	Glenda	Mittasch	11/28/11		Powers Abstract Company, Inc.	Harper, Noble
9/22	Monica	Lucas	9/28/11	3	Alfalfa Guaranty Abstract Co	Alfalfa
9/22	Tosha	Estrada	11/28/11		Cheyenne Abstract Company	Roger Mills
9/22	Larissa	Conway	11/28/11		Cheyenne Abstract Company	Roger Mills
9/22	Ramona	Rhodes	1/28/12		Cheyenne Abstract Company	Roger Mills
9/22	Lance	Lewis	10/28/11		Valley Abstract Company	Garvin
9/22	Susan	Henderson	4/28/12		Valley Abstract Company	Garvin
9/22	Connie	Richardson	10/28/11		Valley Abstract Company	Garvin
9/26	Hailey	Krebs	1/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/26	Lisa	Burn	3/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/26	Carol	Bain	3/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/26	Carrie	McMullen	3/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/26	Sharon	Mowdy	4/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/26	Terri	Scott	4/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/26	Christie	Yount	4/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/26	Ronald	Tannahill	6/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa
9/26	James	Clark, Jr.	8/28/12		Buffalo Land Abstract Company	Coal,Creek,Johnston,Lincoln,Logan,OK,Tulsa

APPLICATIONS: RENEWAL OF CERTIFICATE OF AUTHORITY				OCTOBER 2011		
Date Rec	Company	County	Cond App	Fee Change	Page or Time Based	Rate Sheet Effective Date
9/14/11	Logan County Abstract Company	Logan		Y	Time	11/1/2011
9/14/11	Albright Abstract & Title Guaranty	Kay		Y	Time	12/1/2011
9/15/11	The OKC Abstract & Title Company	OK		N	Time	11/1/2011
9/22/11	Okmulgee Land Title Company	Okmulgee		N	Time	11/1/2011
9/26/11	American Abs Company of McClain	McClain		Y	Time	11/1/2011

NEW APPLICATIONS: CERTIFICATE OF AUTHORITY				OCTOBER 2011		
Applicant	County/Date Permit Issued		Page or Time Based	Rate Sheet Effective Date	Date Received Application	Status

FEE SCHEDULE CHANGE ONLY REQUESTS				OCTOBER 2011		
Date Rec	Name	County	Cond App	Fee Change	Page or Time Based	Rate Sheet Effective Date
9/9/11	Washita Valley Abstract Co.	Grady		Y	Time	10/7/2011
9/26/11	Adams Abstract Company	Leflore		S	Time	10/7/2011
9/27/11	Abstract & Guaranty of Lincoln	Lincoln		S	Time	10/7/2011

TRANSFER OF OWNERSHIP				OCTOBER 2011		
Date Rec	Name	County	Cond App	Fee Change		Rate Sheet Effective Date

FEE SCHEDULE CODES:

N: Annual Filing- No Fee Change

Y: Annual Filing - Amended Fee Schedule

S: Special Filing - Amended Fee Schedule

CONDITIONAL APPROVAL CODES:

- | | |
|--|----------------------------|
| 1. Correct Payment of fees | 4. OSBI Background Check |
| 2. Misc. application and/or other required documentation | 5. Discussion of Fee Sheet |
| 3. Missed deadline - certificate extended - pd. \$100 fine | |

* all subject to administrative review and payment of fees