

**MINUTES OF REGULAR MEETING
OKLAHOMA ABSTRACTORS BOARD
July 14, 2011**

1. A regular meeting of the Oklahoma Abstractors Board (OAB) was called to order by Chairman Riley at 10:00 a.m. on July 14, 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, Gary Baer, Herschel Beard, Mike Harris, Jerald Stringer, Glenda Mittasch, Monica Wittrock and David Riley. It was determined that eight members were present at the time of roll call and that a quorum was present. 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 June 9, 2011, were then distributed. After review, a motion was made by Linda Carpenter and seconded by Herschel Beard 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 announced that he had attended the Summer OLTA meeting and updated their members concerning what was happening at the OAB. He also announced the 2011/2012 members for the following committees:

Finance - Jerald Stringer, Chair; Herschel Beard; and Mike Harris
Rules - Herschel Beard, Chair; Monica Wittrock; and Glenda Mittasch
Licensing - Linda Carpenter, Chair; Monica Wittrock, and the new member yet to be named
Enforcement - Glenda Mittasch, Chair; David Riley; and Gary Baer
Employee Search - Gary Baer, Chair; and Mike Harris
5. **Executive Director's Report:** Director Reppond reported that the new Savin 9228sp copier/fax/scanning machine, provided by Standley Systems, will be delivered on July 15th. She also announced she and Terri McNulty had met with the new contractor for updating the database as well as members of the OK.Gov team concerning on-line licensing. Testing of the on-line licensing system begins in one week and will hopefully be available no later than October 19th. She reminded everyone of the OLTA regional meetings in September. She is presently getting quotes on re-upholstering the conference room chairs. David Riley will provide the August "Message From the Board".
6. **Committee Reports:**
 - a. **Budget and Finance – Jerald Stringer.** Mr. Stringer gave an update on the budget and presented the OSF Form "FY2011 Operating Budget Comparison by Department and Account", the Six Digit Object Expenditure 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 June were \$21,258.99 and the amount for the year to date is \$273,206.69. Director

Reppond projects that there is approximately \$2,745.00 in outstanding invoices for June and that after those are paid, there should be an approximate net income for the year of \$4,664.00. A motion was made by Glenda Mittasch and seconded by Mike Harris to approve the budget report as presented. Vote: Unanimously approved.

b. Rules and Regulations – Herschel Beard. - Mr. Beard reported that the Rules Committee will be having their first meeting for FY2012 directly after this Board meeting to review 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 last test was held on July 7th at the OAB office in Oklahoma City. Nine took the test and six passed. The next test will be held on September 1st in the OAB office in Oklahoma City.

d. Inspections – Mitzi Combs. Ms. Combs reported that she been to Sallisaw in Sequoyah County. She will also be inspecting companies, in Grady County, Logan County and Noble County in July.

e. Enforcement Committee – Glenda Mittasch.

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 Herschel Beard 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.

Certificates of Authority and Rate Sheets: There were no applications for renewals of Certificates of Authority.

Change of Status: There was one applicant, Tania Harden of TDMS, requesting to be moved to inactive status. A motion was made by Linda Carpenter and seconded by Gary Baer to approve said changes. Vote: Unanimously approved

Changes of License Request: Ms. Mittasch then presented a list of applicants who wish to reflect a new county on their licenses, a copy of which is attached hereto, and recommended approval. A motion was made by Gary Baer and seconded by Jerald Stringer to approve said changes. Vote: Unanimously approved.

7. **Legal Counsel’s Report: John Crittenden.**

Arbuckle litigation, Carter County Case No. CV-11-33. Mr. Crittenden reported that he has filed an Answer to the complaint in this matter. He also reported that a pre-trial hearing has been set in Arbuckle litigation, Carter County Case No. CV-2010-32.

8. **Visitor’s Comments:** No comments were made.

9. **Next Meeting:** The next meeting will be held Thursday, August 11, 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,

A handwritten signature in cursive script, reading "Glynda Reppond". The signature is written in black ink and is positioned above the printed name and title.

Glynda Reppond
Executive Director

JULY 2011 Individual License Renewals

7/14/2011

Date Rec	First	Last	Exp Date	Cond Appr	Company	County
6/6	Rebecca	Hixon	7/28/11		Capitol Abstract & Title	Oklahoma
6/6	Jessica	Louk	7/28/11		Capitol Abstract & Title	Oklahoma
6/7	Kara	Crafton	10/28/11		Photo Abstract Company	Ottawa
6/7	Alisa	Argo	8/28/11		Meurer Abstract Company	Pawnee
6/7	Lloydeana	McCall	7/28/11		Meurer Abstract Company	Pawnee
6/9	Maria	Maxwell	7/28/11		Muskogee Abstract & Title Co.	Muskogee
6/9	Linda	Stowers	8/28/11		Muskogee Abstract & Title Co.	Muskogee
6/9	Kimberly	Harris	7/28/11		Green Country Abstract & Title	Cherokee
6/16	Margaret	Hairrell	8/28/11		Southern Abstract & Title Co	McCurtain
6/16	Chandra	Tripplett	9/28/11		Stewart Abstract & Title of OK	Carter, Oklahoma
6/16	Shelley	Jordan	8/28/11		Stewart Abstract & Title of OK	Carter, Oklahoma
6/27	Sunnye	Christopher	7/28/11		Pioneer Abs Co. of McAlester	Latimer, Pittsburg
6/27	Karen	Slotta	7/28/11		Pioneer Abs Co. of McAlester	Latimer, Pittsburg
6/27	Diana	Gass	New		First American Title & Trust	Canadian, Cleveland, Oklahoma, Pott, Tulsa
6/27	Ruth	Darneal	New		Pioneer Abs Co of McAlester	Latimer, Pittsburg
6/16	Jackie	Jones	New		Woodward County Abs Co.	Woodward
6/16	Elizabeth	Capenter	New		OK Abs Company of Lawton, Inc.	Comanche
6/7	Jan	Vails	New		American Eagle Title Insurance	Creek, Coal, Johnston, Logan, OK, Tulsa
6/7	Bradley	Wingo	New		American Eagle Title Insurance	Creek, Coal, Johnston, Logan, OK, Tulsa

CONDITIONAL APPROVAL CODES:

** all subject to administrative review and payment of fees*

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

JULY 2011 Inactive Status Requests							7/14/2011
Date Rec	First	Last	Last Employer	County	Exp Date	Cond Appr	Fee Due?
6/27/11	Tania	Harden	Green Country - TDMS	Cherokee	6/28/11	3	Paid

JULY 2011 Return To Active Status Requests							7/14/2011
Date Rec	First	Last	Company	County	Exp Date	Cond Appr	Fee Due?

JULY 2011 Change of License / Certificate Requests							7/14/2011
Date Rec	First	Last	Request	Comments	Exp Date	Cond Appr	Fee Due?
6/9	Pamela	DeHaven	move license to Capitol Abstract from First American - Tulsa <i>OKC</i>		03/28/12		no
5/26	Staci	Crawford	Kimmel Corp employee requesting to move license from Southwest Abs. to American Eagle Permit in Tulsa	remove Comanche County from certificate and insert Tulsa County	04/28/12		no
5/26	Rebecca	Haynes	same as above	same as above	04/28/12		no
5/26	Rikki	Hill	same as above	same as above	04/28/12		no
5/26	Theresa	Marinello	same as above	same as above	04/28/12		no
5/26	Maria	Miller	same as above	same as above	04/28/12		no
5/26	Lori	Pils	same as above	same as above	04/28/12		no
5/26	Deborah	Rhodes	same as above	same as above	04/28/12		no
5/26	Monica	Lederlie	Kimmel Corp employee requesting to add Tulsa County to license to work for American Eagle Permit as well as Southwest Abs. in Comanche Co.	Add Tulsa County as well as Comanche County on certificate	04/28/12		no
5/26	Stephanie	Johnston	same as above	same as above	04/28/12		no
5/26	Erin	Enders	same as above	same as above	04/28/12		no

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