

Oklahoma Abstractors Board
AGENDA
Special Meeting

Tuesday, February 5, 2008 -- 10:00 a.m.
5900 N. Classen Court
Oklahoma City, Ok 73118

1. Announcement of filing of special meeting notice and posting of the agenda in accordance with the Open Meeting Act.
2. Call to Order. Roll call and announcement of quorum.
3. Review and approval of minutes.
4. Review and discussion of Chairman Dittmann's resignation, and possible vote.
5. Election of Chairman and other officers as needed.
6. Budget & Finance Committee Report (Gary, Gerald, David, Steve, Dennis), discussion and possible votes.
7. Discussion and possible vote on a financial budget.
9. Rules and Regulations Committee Report (Monica, Linda, Mike), discussion and possible votes.
10. Discussion and possible vote on emergency administrative rules.
11. Licensing and Testing Committee Report (Monica, Steve), discussion and possible votes.
12. Employee Search Committee, including Executive Director, and Administrative Assistant (Gary, Monica), discussion and possible votes. The Board may hold an Executive Session pursuant to Title 25, Oklahoma Statutes, Section 307(B)(1) to discuss the employment or hiring of individuals to fill the positions of Executive Director and Administrative Assistant.
13. General discussion of administrative matters not covered by the committee reports, including but not limited to the following items, and possible votes:
 - a. Office location and furnishings, phone and fax numbers.
 - b. Office operations, existing mail, checks, phone calls on hand at the OAB office.
 - c. Licenses and leases needed.
 - d. Letter to Scott Meacham regarding safe keeping agent.
 - e. Support system for potential shared services.
 - f. Web site.

- g. Open Oklahoma Abstractor Board Fund account for deposits.
 - h. Design an official seal.
 - i. Design letterhead, forms, logo, licenses, and certificate of authority.
 - j. Formulate letter to Abstractors and Legislators regarding Board status
 - k. Additional meeting dates and times.
14. Discussion and possible vote Appoint an Interim Executive Director for the purpose of signor authority.
 15. Discussion and possible votes on as to process for applications for new certificates of authority or to transfer existing certificates of authority.
 16. Discussion and possible vote on Administrative Complaint dismissal of Stipe plants for failure to prosecute.
 17. Discussion and possible vote Stipe, Phipps Receivership.
 18. Discussion and possible vote on Great Plains Investment case request.
 19. Discussion and possible Announcement of Next Special Meeting.
 20. Adjournment.

MINUTES OF SPECIAL MEETING
OKLAHOMA ABSTRACTORS BOARD
FEBRUARY 5, 2008

A special meeting of the Oklahoma Abstractors Board (OAB) was called to order at 10:00 a.m., on February 5, 2008, at the offices of the Oklahoma Industrial Finance Authority (OIFA), 5900 N. Classen Court, Oklahoma City, OK, 73118. Vice Chairman Monica Wittrock called the meeting to order and announced that filing and notice of the meeting and posting of the agenda had been done in accordance with the Open Meeting Act. The Secretary then called roll and announced that all members were present, except for Chairman Randy Dittmann, who has resigned from the office.

The minutes of the special meeting of the OAB conducted January 17, 2008, were then distributed by the Secretary and after review, the same were unanimously approved as submitted.

Monica then announced the resignation of Randy Dittmann and reported that she will call the Governor's Office to seek a qualified appointment of a representative for District 6 to replace Randy.

Election of a new Chairman and other officers was deferred to the last part of the meeting.

Steve Boone presented the Budget & Finance Committee Report including the Interim Budget and said that the only solution to avoid a cash flow shortage is to increase renewal fees to 80% of the maximum authorized by existing law and to raise license fees to the \$150.00 maximum allowable. He suggested further study before deciding if the Board should contract with the Office of State Finance at \$1,200.00 per month (budgeted amount) and that John Crittenden needs to do legal research to see if 10% of our fee income must be paid into the State General Fund.

Upon motion duly seconded and unanimously carried, the Interim Budget was approved as submitted.

Monica then presented the "final draft" of the Emergency Rules and after several suggested changes were made and upon motions duly seconded and unanimously carried the following Resolutions were adopted:

RESOLVED that the date for commencement of fees for calendar year 2008 will coincide with the date the Emergency Rules are approved by the Governor.

RESOLVED that any application for a certificate of renewal or license received prior to the effective date of the Rules shall be considered timely filed, and any such certificate of renewal or license for which said renewal is sought will continue in full force and effect until revoked or renewed by the Board and that the Emergency Rules be adopted, as amended.

RESOLVED that an imminent peril exists to the preservation of the public health, safety, or welfare and a compelling public interest requires these Emergency Rules to be adopted.

Monica then reported that (i) the tests for abstractor's licenses' will be conducted on March 12, 2008 (ii) a paper shredder will be provided the Board by First American Title & Trust Company (iii) Tiffany Toole's last day at the office was February 4, 2008, and that the office is not presently staffed and (iv) Office of State Finance (Kristen Griffin) will provide name for temporary help and will assist in finding an Executive Director.

Upon motion duly seconded and unanimously carried Steve Boone was authorized to contact a pre-approved temporary agency (by the Office of State Finance) to hire a temporary clerk or secretary for a salary not to exceed \$28,000.00 per year.

Steve Boone reported that (i) a web-site domain has been created thru association with the Office of State Finance but completion of the site layout will be delayed until March (ii) he has opened an account with BancFirst and will deposit approximately \$15,000.00 today and when the deposit passes the clearing fund, they will be available for the operating account

Upon motion duly seconded and unanimously carried a signature card with BancFirst for Riley Shault (Office of State Finance), the Chairman, Vice Chairman, Secretary and Steve Boone, was approved, with any two required to sign.

Monica reported that the embossed seal and stamps have been received from Walker Stamp & Seal Co. and will be taken to the office. Upon unanimous consent payment of the invoice for preparation of the seal and stamps was approved.

Monica then presented a set of forms and upon motion duly seconded and unanimously carried, the forms were approved as submitted.

Monica then stated that there was a need to formulate a letter to abstractors and the legislators regarding the Board status and that she would assist in doing so.

After discussion it was decided that in addition to the March meeting that we may need to conduct one or more special meetings to select an Executive Director.

A general discussion followed concerning items 15., 16. and 17. of the Agenda, but no Board action was taken.

Monica then reported that the Open Records request of Great Plains Investments has been complied with and that copies of all requested documents have been made and are ready for pick-up by their attorney.

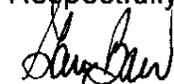
Upon motion duly seconded and unanimously carried, Monica Wittrock was elected Chairman and Steve Boone was elected as Vice Chairman, with each to serve until the election of officers in July, 2008.

Monica then presented a draft of Essential Duties and Responsibilities for an Executive Director and after discussion the draft was approved effective April 1, 2008, subject only to a provision that the applicant be willing to sign an agreement to conduct a background check.

The next Board meeting was scheduled for March 6, 2008, at 10:00 a.m. at the offices of the Oklahoma Industrial Finance Authority, 5900 N. Classen Court, Oklahoma City, OK, 73118.

There being no further business, the meeting adjourned at 1:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gary Baer", written in a cursive style.

Gary Baer
Secretary

OAB Meeting
2-5-08

MEMBERS:

Larry Bauer

David Riley

Mike Harris dist #5

St. Boone

Maureen Withrow

James Atkins

Dempie C. Hall

Jenna Carpenter

OKLAHOMA ABSTRACTORS BOARD
 PUBLIC ATTENDANCE
 Date: February 5, 2008

| Name | Organization | E-Mail Address |
|-------------------|-------------------------|------------------------------|
| Steve Barzellone | Creek Co Abstract Co | steveb@ccabstractinc.com |
| Mary Ann Nelson | OLTA | maryann@ccabstract.com |
| Chary Hagman | AGT | Charym Coldrip@klti.com |
| John Russell | FSBST | jrussell@fellersmidler.com |
| John Bailey | Great Plains Investment | commodity1@cabkone.net |
| Steve Moriarty | Kraettli, Epperson | sjmoriarty@andreaselavis.com |
| Tara Horton | The Oklahoman | thorton@oklahoman.com |
| Kraettli Epperson | Receiver | kgelaw@aol.com |
| Charla Slabotsky | Realtors | Charla@oklahomarealtors.com |
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