

**Oklahoma Abstractors Board**  
**AGENDA**  
**Special Meeting**

Tuesday, May 6, 2008 -- 10:00 a.m.  
5900 N. Classen Court  
Oklahoma City, Ok 73118

1. Call to Order. Roll call and announcement of quorum.
2. Announcement of filing of special meeting notice and posting of the agenda in accordance with the Open Meeting Act.
3. Review and approval of minutes.
4. Chairman's report, discussion and possible votes.
  - a. Introduction of Glynda Reppond, Executive Director
  - b. New Legislation
  - c. Status of Shepherd Mall space
5. Budget and Finance Committee report, discussion and possible votes.
6. Web site design report, discussion and possible votes.
7. Rules Committee report, discussion and possible votes.
  - a. Discussion and possible votes on rate review procedure
8. Licensing and Testing Committee report, discussion and possible votes, to include additional testing dates and site.
9. Discussion and possible votes on administrative matters to be delegated to Executive Director, including but not limited to deposits, payables, review of applications for renewals of Certificates of Authority and Abstractors Licenses, bonds, background checks, and meeting minutes.
10. Executive Director's report, discussion and possible votes.
11. Discussion and possible votes on pending Applications and Renewals of Certificates of Authority, Applications and Renewals of Individual Licenses, and Transfers of Certificates of Authority [Votes will be conditional approval upon payment of balance of 2008 fees and administrative review.][List Attached]

12. Discussion and possible vote on appointment of "Permit Application Review" Team for Application for Permit to Build of Robert H. Chaffin – Cherokee County
13. Discussion and possible vote on appointment of "Plant Inspection" Team for Application for Certificate of Authority of Great Plains Investments, LLC – Jackson County
14. Discussion on status of other pending permits – Latimer County and LeFlore County
15. Discussion on status of newspaper article pertaining to testimony of Pat Payne in case involving Steve Phipps.
16. Discussion and possible announcement of next Special Meeting.
17. Adjournment

**RENEWALS: ABSTRACTORS LICENSE  
(5-6-08)**

\* subject to administrative review and payment of 2008 fees

<b>Individual</b>	<b>Company</b>	<b>Conditional Approval</b>
Randy Ray	Surety Abstract & Title, Inc. – Garfield County	
Loretta Ball		
Dennette Ray		
Lillian Porter		
Calvin Hullum	Atoka Abstract Company – Atoka County	
Faye White		
Aleathea Prough		
Sandra Brown	Cherokee Capitol Abstract & Title – Cherokee County	
Nancy Garrett Farrier	AAA Abstract Company, Inc. – Adair County	
Lloyd Cole, Jr.		
Sue Ann Smallen		
Melissa Cole		
Geneva Hall	Cherokee Capitol Abstract & Title – Cherokee County	
Eric Kennedy		
Jessie Martin		
Linda Small		
James Graham	Ottawa County Abstract & Title Co. – Ottawa County	
Sharon Graham		
Crystal Derwin		
Michaela Frazier		
Annie Roe	Claremore Abstract Company – Rogers County	
Patricia Hayes	Rogers County Abstract Company – Rogers County	
David Faulkner		
Larry Dennis	Tahlequah Abstract Company – Cherokee County	
David Freeman	Capitol Abstract Company – Oklahoma County	
Dennis Mittasch	Powers Abstract Company – Noble County	
Darla Ringo	Cordell Abstract – Washita County	
Stephanie Jones	Muskogee County Abstract & Title Company – Muskogee County	
Joycelin Jean Maye	Southern Abstract & Title Co. – McCurtain County	
Patsy R. Cravens Linda D. Cravens-Neal Randall L. Coffman LeAnn StandingWater Terri Lynn Roop Paul Michael Taylor Robert DeWayne Taylor Tricia LaVelle Denny	Tulsa Abstract & Title Company – Tulsa County	

Jerry G. Neighbors Keri M. Ricketts Jennifer Worcester Teresa Kay Taylor Melissa J. Melton Christine M. Archer Tammy S. Toppins Donna G. Earnest Patricia Anne (King) Earnest Deborah Ann Smith Darlene A. Anderson Karen Lynn Beatty Stacey Rae Renschler Rebecca Donn (Hunt) Johnson Bill C. Cichon Shannon L. Bender Amber Maddux Judy L. Alderson Dana L. Braden Ella L. Braden Nancy J. Elias		
James Inhofe	Tulsa Abstract & Title Co.	Checking Previous License Issuance

**RENEWALS: CERTIFICATES OF AUTHORITY**

\* subject to administrative review and payment of 2008 fees

Company	County	Rate Change	Conditional Approval
Surety Abstract & Title, Inc.	Garfield County	NO	
Atoka Abstract Company	Atoka County	NO	
AAA Abstract Company, Inc.	Adair County	yes	
Ottawa County Abstract & Title Company	Ottawa County	yes	
Tahlequah Abstract & Title Company	Cherokee County		
Lacey Pioneer Abstract Co., Inc.	Caddo County	yes	
Rogers County Abstract Company	Rogers County	no	
Valley Land Title Co.	Sequoyah County	no	
Tulsa Abstract & Title Co.	Tulsa County	no	

**APPLICATIONS: PERMIT TO BUILD**

Applicant	County	ADVISORY
Robert H. Chaffin	Cherokee	

**APPLICATIONS: CERTIFICATE OF AUTHORITY**

<b>Applicant</b>	<b>County / Date Permit Issued</b>	<b>ADVISORY</b>
Great Plains Investment, LLC dba Bailey's Abstract & Title	Jackson County	

**OTHER ISSUED PERMITS**

<b>Applicant</b>	<b>County / Date Permit Issued</b>	<b>ADVISORY</b>
Pioneer Abstract Company	Latimer County	
Leflore Title Company	LeFlore County	

MINUTES OF SPECIAL MEETING  
OKLAHOMA ABSTRACTORS BOARD  
MAY 6, 2008

A special meeting of the Oklahoma Abstractors Board (OAB) was called to order at 10:00 a.m. on May 6, 2008, at the offices of the Oklahoma Industrial Finance Authority (OIFA), 5900 N. Classen Court, Oklahoma City, OK, 73118. 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 current members were present except Dennis Hall, due to illness.

The minutes of the special meeting of the OAB conducted April 7, 2008, were then distributed by the Secretary and, after review, the same were unanimously approved with two corrections: At the bottom of the first page, second line from bottom, "ALTA" was corrected to "OLTA". The second correction was on page two, third paragraph, second line, where "Sheperd" was changed to "Shepherd".

Chairman's Report: The Chairman introduced J. Herschel Beard, Marshall County Abstract, as the new representative of District 6, as well as Glynda Reppond, the new Executive Director of the OAB. Chairman Wittrock will be sending out a letter in the near future to the Certificate holders introducing the new Board member and Executive Director, updating the members on all the new happenings with the Board and sending out applications for any of the Certificate holders who would like to apply to be on any of the investigation teams.

Wittrock discussed Bills 1750 and 1975 and the changes those Bills make to Title 1 as well announcing that the Governor had signed the Rules, Title 5, Chapters 1, 10 and 20, that the Board had adopted on March 6, 2008.

Chairman Wittrock also reported that both she and Linda Carpenter had each been reappointed to the OAB for another 4-year term by Governor Henry. At the next meeting, the budget will be voted on as well as new officers elected.

The new space in Shepherd Mall should be built out approximately 30 days after signing the lease. Instructions were received from the Office of State Finance on how donations to the OAB could be made in the event that any of the Abstractors had unused furnishings or equipment they wished to donate.

Budget: Steve Boone passed out the 2008 year end budget and the 2009 budget. There were no questions concerning the 2008 budget. He explained that the 10% tax to the Gross Revenue Fund had been built into the 2009 budget because originally it had not been in the 2008 budget. The Fiscal Year 2009 budget will be voted on at the next meeting on June 24, 2008.

Records retention will be investigated and hopefully the storage pod will be eliminated by June 30<sup>th</sup>. An addition to the FY2009 budget in the sum of \$1,000.00 will be made for storage shelving in the new office space for the boxes stored in the pod.

Web Site: Steve Boone announced that the new web site address is [www.abstract.ok.gov](http://www.abstract.ok.gov) and Glynda Reppond's new e-mail address will be [glynda.reppond@abstract.ok.gov](mailto:glynda.reppond@abstract.ok.gov). Boone and Reppond will attend a web site training class on Monday, May 12, 2008.

Rules Committee Report: Two formal complaints have been filed since the beginning of 2008. The Chairman will call the complainants and see if they want to go forward with the complaints.

Rate review procedure – It was decided that when a company reapplies for their Certificate of Authority, if it is the same rate sheet that had been approved the previous year, it would be re-approved. If it contains new rates, the Executive Director and the Chairman would review it before approval. If the Chairman has a conflict (competing abstractor, etc.), the Executive Director would request another Board member review it with her.

Testing: Eight applicants will take the Abstract License test at 2:00 p.m. today. A motion was made, seconded and passed unanimously to hold the next test on July 8, 2008, at 10:00 a.m. in the new offices of the OAB at Shepherd Mall.

Executive Director's Administrative Duties: After discussion was held on the administrative matters to be delegated to the Executive Director, a motion was made, seconded and unanimously approved to delegate general administrative duties to the Executive Director during the month of May and that she would present an itemized list of her daily duties to the Board at the meeting on June 24, 2008 and, at that time, the Board would vote on the specific duties that should be permanently delegated to her.

Executive Director's Report: The Executive Director reported that she was reviewing the database which had been obtained from the State Auditor's Office. No changes have been made to it since the beginning of the year when it was acquired and she does not intend to make any changes until the computers for the OAB office have been acquired and the database moved over. In order to expedite the issuing of the abstract licenses and certificates of authority, she suggested that the abstract license numbers should start at number 4000, so that there will be no over-lapping of old numbers, and she will inform the Board of a starting number for the new Certificates of Authorities at the next Board meeting. She also requested and received permission to begin the hiring process of an assistant.

Application for License and Certificate Renewals: A list of new applicants for Abstract Licenses was submitted to the Board. A motion was made, seconded and unanimously passed approving all subject to administrative review by the Executive Director, and making sure all compliance issues were met and appropriate fees paid. (List attached.)

A list of new applicants for Certificates of Authority was submitted to the Board. A motion was made, seconded and unanimously passed approving all subject to administrative review by the Executive Director, and making sure all compliance issues were met and appropriate fees paid. (List attached.)

Cherokee County Permit Application Review – Robert Chaffin: Attorney Tim Green appeared at the Board meeting and handed the Chairman an “Entry of Appearance and Notice of Protest” on behalf of Tahlequah Abstract & Title. (Copy attached.). A motion was made, seconded and approved unanimously to appoint a team to review the Permit. Appointed were: Board Member – Linda Carpenter; Non-Board Member – Tracy Row; Executive Director (acting only in an administrative advisory position) – Glynda Reppond. A conference call will be set up for the members to consider guidelines and outline procedures.

Great Plains Investment, Jackson County – Plant Inspection: A motion was made, seconded and approved unanimously to appoint a team to begin plant inspections. Appointed were: Board Member – David Riley; Non-Board Member – Charles Nichols; Executive Director (acting only in an administrative advisory position) – Glynda Reppond. A conference call will be set up for the members to consider guidelines and outline procedures.

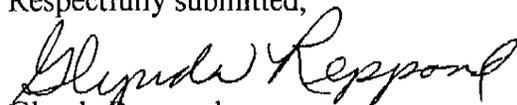
Pioneer Abstract Permit: The Chairman advised that there was pending litigation between this non-certificate holder and County officials. There is nothing for the OAB to consider in this matter at this time.

Newspaper article concerning Steve Phipps: The Chairman was called by a reporter for the Oklahoman for a comment concerning the statement of Pat Payne (an employee of one of the companies formerly owned by Steve Phipps) who stated when she was asked, under oath, who her boss was, replied “Steve Phipps”. The Chairman called John Russell, Brenda Phipps attorney, who stated that there is a Court Order allowing Steve Phipps to continue as an employee for Idabel Abstract and that he had resigned as an officer and director of all the entities. The Chairman then called Pat Payne who told her that the context she had been speaking in was that Steve Phipps was her boss in the year 2002. It was decided to have another Board member, Gary Baer, call Pat Payne and confirm that conversation. A copy of the resignation of Steve Phipps is attached hereto.

June meeting: Due to the Chairman being out of town the first part of June, the next Special Meeting will be held June 24, 2008, at 10:00 a.m. at the OIFA building.

A motion was made, seconded and unanimously approved to adjourn.

Respectfully submitted,



Glynda Reppond  
Executive Director