

MINUTES OF SPECIAL MEETING
OKLAHOMA ABSTRACTORS BOARD
June 11, 2009

1. A special meeting of the Oklahoma Abstractors Board (OAB) was called to order at 10:00 a.m. on June 11, 2009, at 2401 NW 23rd Street, Suite 40B, Oklahoma City, Oklahoma.
2. The Chairman announced that 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 for Dennis Hall, who is ill, and that a quorum was present.
3. The minutes of the special meeting of the OAB conducted May 14, 2009, were then distributed and, after review, a motion was made by Monica Wittrock and seconded by Gary Baer to accept the minutes as presented. Vote: Unanimously approved.
4. Chairman's Report: No report.
5. Committee Reports:

Budget and Finance – David Riley. Mr. Riley gave an update on the budget and presented a P&L statement and Transaction List for the month of May, 2009. A motion was made by Linda Carpenter and seconded by Jerald Stringer to approve the budget report as presented. Vote: Unanimously approved.

Rules and Regulations – Monica Wittrock. Ms. Wittrock announced that the permanent rules had been approved by Governor Henry and would go into effect on July 15, 2009. She announced that there would be a Rules committee meeting immediately after the Board meeting and the committee would start working on the next set of emergency rules.

Licensing and Testing – Linda Carpenter. Ms. Carpenter announced that the next test will be held July 30th at 1:00 p.m. in the OAB office; however, only one person has signed up for the test at this time.

Enforcement Committee – David Riley. Mr. Riley announced that a telephone conference among the committee members will be held sometime later during the month.

6. Executive Director's Report: Director Reppond reported that OLTA will be holding two abstracting schools in the upcoming months. The first will be in Tulsa on October 13th and 14th and she will be giving the test on October 14th. The Oklahoma City abstracting school will be held on March 9th and 10th, 2010 and she will attend to give the test. The Activities Suite has been booked for the second Thursday of each month for 2010 in order to accommodate the Board meetings. She also announced that she will be on vacation during the last week of June. Monica Wittrock will be writing the July message from the Board.
7. Inspections – Terri Parrish. Ms. Parrish reported that she had made inspections on Title Abstract in Nowata, Marietta Abstract, Love County Abstract, Durant Abstract, Carter County Abstract, Guaranty Abstract in Jefferson County and has visited with permit holders at Atoka Land Title and

Arbuckle Title and Closing in both Love and Carter Counties. She has a full schedule already set for June.

8. Application for License and Certificate Renewals: A list of new applicants for Abstract Licenses and Certificates of Authority was then submitted to the Board. After discussion, a motion was made by Glenda Mittasch and seconded by Mike Harris approving all listed subject to administrative review by the Executive Director, and making sure all compliance issues were met and appropriate fees paid. (A copy of the lists will be filed these minutes.) Vote: Unanimously approved.
9. New Business:
 - a. Election of Officers:
Chairman: Monica Wittrock nominated Herschel Beard to serve as Chairman for FY2010 by acclamation. Gary Baer moved that nominations cease and was seconded by Glenda Mittasch. Vote: Unanimously approved.
Vice-Chairman: Monica Wittrock nominated Linda Carpenter to serve as Vice-Chairman for FY2010 by acclamation. Gary Baer moved that nominations cease and was seconded by Mike Harris. Vote: Unanimously approved.
Secretary: Monica Wittrock nominated Gary Baer to serve as Secretary for FY2010 by acclamation. David Riley moved that nominations cease and was seconded by Linda Carpenter. Vote: Unanimously approved.
 - b. Chairman Beard passed around a sign-up sheet and requested all Board members sign up for two committees each. He will announce the committee appointments at the July meeting.
 - c. An internal policy relating to who should be the spokesperson for the board was discussed. No formal policy was proposed at this time and it will be discussed during committee.
 - d. Security breach guidelines proposed by the Attorney General's office were discussed. After discussion, Monica Wittrock proposed a Resolution of Acknowledgement of Receipt of Guidelines and Compliance with the Principles Stated Therein. Seconded by Linda Carpenter. Vote: Unanimously approved.
10. Old Business
 - a. Disposition of records - Director Reppond announced that she would be appearing in front of the Libraries Commission on July 16, 2009. She presented a copy of the schedule of records destruction which needs to be approved to take in front of the Libraries Commission. A motion was made by Linda Carpenter and seconded by David Riley to approve the schedule as presented. Vote: Unanimously approved.
11. Visitor's Comment Period: Mr. Chaney Haynes, president of OLTA addressed the Board.
10. b ..continued: Latimer Co. Abstract & Title Co. v. Oklahoma Abstractors Board and Pioneer Abstract Co. of McAlester, Inc. CV-09-37. Pursuant to the recommendation of John Crittenden, a motion was made by Glenda Mittasch and seconded by Mike Harris to move into executive session pursuant to 25 O.S. §307B(4). Vote: Unanimously approved.

The Board went into Executive Session at 11:24 a.m.

The Board exited Executive Session at 11:44 a.m. and resumed the regular Special meeting. No action was taken on any issue at this time.

11. July Meeting: The July meeting will be held Thursday, July 9, 2009, at 10:00 a.m. in Shepherd Mall, 2401 NW 23rd Street, Suite 40B (Activities Suite), Oklahoma City, OK.

12. The meeting was adjourned by Chairman Beard.

Respectfully submitted,

Glynda Reppond
Executive Director