

MINUTES OF SPECIAL MEETING
OKLAHOMA ABSTRACTORS BOARD
September 26, 2008

1. A special meeting of the Oklahoma Abstractors Board (OAB) was called to order at 1:00 p.m. on September 26, 2008, at Shepherd Mall, 2401 NW 23rd Street, Suite 40B (Activities Suite), Oklahoma City, OK 73107.
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 Herschel Beard, who is out of town.
3. The minutes of the special meeting of the OAB conducted August 19, 2008, were then distributed and, after review, a motion was made by Dennis Hall and seconded by Gary Baer to accept the minutes as presented. Vote: Unanimously approved.
4. Chairman's Report: (a) Chairman Steve Boone then reported that he and Director Reppond had attended the regional OLTA meeting held in Stillwater September 16, 2008, where he addressed the concerns of the members on several topics, including hiring a field inspector and his/her duties.

(b) Assistant Attorney John Crittenden's opinion letter concerning abstractor bonds and errors and omissions insurance was tabled until he could join the meeting.

5. Committee Reports:

Budget and Finance – David Riley. Mr. Riley passed out the Budget and Expenditure Reports (a copy of which will be filed these minutes.) A motion was made by Monica Wittrock and seconded by Linda Carpenter to accept the Expenditure Report as presented. Vote: Unanimous.

Rules and Regulations – Monica Wittrock. Ms. Wittrock handed out copies of the proposed emergency rules still needing to be presented to the Governor for signature. After discussion, corrections and additions were made to the rules. A motion to approve Emergency Rule Title 5, Chapter 10, Subchapters 7 and 9 based on these changes was made by David Riley and seconded by Jerald Stringer. Vote: Unanimously approved.

Licensing and Testing – Linda Carpenter. Ms. Carpenter announced that the next test date would be November 6, 2008, at 1:00 p.m., 2401 NW 23rd Street in the Activities Suite, Suite 40B, Oklahoma City, OK 73107. She also notified the Board that OLTA would be holding a one-day abstractor class on October 28, 2008. All inquiries concerning the one-day school should be directed to Mary Ann Nelson, OLTA President. Monica Wittrock also requested OLTA to put Director Reppond on their mailing list so the OAB office could keep better track of OLTA functions.

Enforcement Committee – David Riley. Mr. Riley reported that guidelines for inspections were being developed and inspections would begin 90 days after hiring the new field inspector. The OAB staff will notify the companies being inspected approximately 90 days beforehand and, due to the expenses related to traveling long distances for an inspection, the field inspector will inspect other abstract companies in the same area when feasible. The Board members who own abstract companies agreed that it would be a good idea to volunteer to be inspected first, during

that initial 90 day period, which would give the new inspector time to refine his/her inspection techniques and paperwork

Employee Search – Gary Baer. Mr. Baer announced that several resumes for the field inspector position had been received and a recommendation for hiring would be made at the October Board meeting.

Assistant Attorney General John Crittenden has since joined the meeting and his opinion letter, tabled in No. 4 (b) above, was then discussed although no decision was reached.

6. Executive Director’s Report: The Executive Director reported that the VTA bankruptcy (Shepherd Mall) should not affect the OAB’s lease and that the Department of Central Services Leasing Administrator was monitoring the situation closely.

Director Reppond notified the Board that the website was fully functional and invited the Board to view the site and make any suggestions or corrections.

She also reported that as of this date, other than several applications that had been returned to the abstract companies because of not being complete, the OAB staff had caught up and sent out all outstanding Certificate of Authorities and individual Abstract Licenses that had been sent in to date.

She is still trying to find a “Records Retention Course” at no cost. If she unable to do so, she will sign up for the one Mr. Baer brought to her attention.

7. Complaints received and status:

Atoka Abstract Company – telephone complaint – Chairman Boone requested that the Enforcement Committee appoint a team to go to Atoka, meet with them and prepare a report to be presented at the October meeting.

OAB-2008-001, pending investigation

OAB-2008-002, pending investigation and proceedings

OAB-2008-003, closed

OAB-2008-004, closed

OAB-2008-005, inactive

OAB-2008-006 - Title Abstract Co., Nowata – Chairman Boone traveled to Nowata and met with Richard Shultz, his wife and father. Several suggestions were made to improve productivity. Close attention will be paid to this matter.

OAB-2008-007 - Vinita Title Company – This complaint was amicably resolved. No further followup.

8. Application for License and Certificate Renewals: A list of new applicants for Abstract Licenses and Certificates of Authority was submitted to the Board. A motion was made by Gary Baer, 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 which will be filed these minutes.) Vote: Unanimously approved.

9. Inspection Committees:

Jackson County – David Riley. This matter has been postponed until the latest Emergency Rules are signed by the Governor and in effect.

Latimer County – Mike Harris. The inspection report was presented to the Board from the August 12, 2008, preliminary permit inspection on Pioneer Abstract Company of McAlester, Inc. The inspection team will continue making visits over the next few months as the plant is being built.

Cherokee County – This matter has been postponed until the latest Emergency Rules are signed by the Governor and in effect.

LeFlore County – Herschel Beard was appointed to head the investigation team on this matter.

A motion was made by Gary Baer and seconded by Dennis Hall to postpone the Jackson County and Cherokee County matters until the latest Emergency Rules are signed by the Governor and in effect. Vote: Unanimous

10. Application for Permit to Develop Plant by Robert Chaffin:

Tabled pursuant to No. 9 above.

11. Application for Certificate of Authority in Jackson County by Great Plains Investment:

Tabled pursuant to No. 9 above.

12. Visitor's Comment Period – No comments (all had been made previously during the meeting).

13. October meeting – The next Special Meeting will be held at the Oklahoma Industrial Finance Authority, 5900 N. Classen Court, Oklahoma City, OK, at 1:00 p.m. on October 23, 2008.

14. A motion was made by Dennis Hall and seconded by Gary Baer to adjourn. Vote: Unanimously approved.

Respectfully submitted,

Glynda Reppond
Executive Director