

# OKLAHOMA ABSTRACTORS BOARD

## MINUTES OF REGULAR MEETING

August 16, 2016

1. A regular meeting of the Oklahoma Abstractors Board (OAB) was called to order by Chairman Mark Luttrull at 10:00 a.m., at the OLERS Conference Room, 421 NW 13<sup>th</sup> Street, Suite 100, Oklahoma City, Oklahoma.
2. Katherine Smith called the roll. Attending were, Charles Nichols, Christina Wooten, Corky Heard, J Thomas, John Bailey, Ken McDowell, Mark Luttrull, Robert Getchell and Todd Humphrey.
3. The Minutes of the Regular Meeting of the OAB, conducted on July 19, 2016, were reviewed. Mr. Luttrull requested one change to the minutes to show Mr. Humphrey's abstention from the approval since he was not present at the meeting. A motion was made by Mr. Nichols to approve the minutes as amended. The motion was seconded by Mr. Bailey. Motion carried.  
Yeas: Mr. Nichols; Ms. Wooten; Mr. Heard; Mr. Thomas; Mr. Bailey; Mr. McDowell; Mr. Luttrull; Mr. Getchell; Mr. Humphrey. Nos: None.
4. **Chairman's Report-Mark Luttrull:** No report.
5. **Administrator's Report (Board Report):** Katherine Smith reported that the IT group has finally opened an actual ticket to move forward with the online licensing. She also reported that there have been changes to our service personnel through OMES as they shuffle the agencies around to accommodate changes caused by budget cuts.
6. **Committee Reports.**
  - a.) **Budget and Finance-John Bailey:** Mr. Bailey, gave an update on the budget and presented the Outstanding Encumbrances Report" shows that we have funds encumbered are \$12,120.41. The "Allotment Budget and Available Cash" showing that our available cash at the end of the month is \$417,185.62. The "Operating Budget Comparison by Department and Account" report shows the expenses for the month are \$12,650.23 plus encumbrances at \$1,582.34 with total of expenses and encumbrances at \$14,232.57. We'll move over to the "Summary of Receipts and Disbursements" showing revenue of \$3,935.00 and expenditures of \$14,869.19. The "Six-Digit Object of Expenditure" report, shows our expenses for the month at \$14,869.19. The final report is the "Six-Digit Expenditure Detail" report, which covers each month from the beginning of the fiscal year for comparison purposes shows a

net amount of \$3159.17. After review and discussion, a motion was made by Mr. Getchell to approve the report as presented. Second by Mr. Nichols. Motion carried.

Yeas: Mr. Nichols; Ms. Wooten; Mr. Heard; Mr. Thomas; Mr. Bailey; Mr. McDowell; Mr. Luttrull; Mr. Getchell; Mr. Humphrey. Nos: None.

b.) **Rules and Regulations-Ken McDowell:** Have not met yet. Intend upon meeting after the next Board Meeting.

c.) **Licensing and Testing-Corky Heard:** Mr. Heard reported that there was a test on 7/21 where seven (7) people took the test. Six passed and one failed. The next test will be September 16, 2016 in OKC at the testing center which has moved from the Thorpe Building to the Will Rogers Building.

**Inspections-Katherine Smith:** Ms. Smith reported that she had completed 12 inspections since the last Board Meeting. There were three companies that had issues which are being addressed by the Enforcement Committee. Ms. Smith made a recommendation to approve the inspection reports as presented. Motion to approve was made by Ms. Smith. Second by Mr. Bailey. Motion passed. Yeas: Mr. Nichols; Ms. Wooten; Mr. Heard; Mr. Thomas; Mr. Bailey; Mr. McDowell; Mr. Luttrull; Mr. Getchell; Mr. Humphrey. Nos: None.

d.) **Enforcement Committee Reports-Robert Getchell:**

**Applications for Licenses:** Presented to the Board for approval was a list of applicants for abstract licenses or renewals, which are set out in the attachments hereto. A motion was made by Mr. Getchell to approve all of the licenses presented, subject to administrative review and to make sure all compliance issues were met and appropriate fees paid. Second by Mr. Nichols. Motion passed.

Yeas: Mr. Nichols; Ms. Wooten; Mr. Heard; Mr. Thomas; Mr. Bailey; Mr. McDowell; Mr. Luttrull; Mr. Getchell; Mr. Humphrey. Nos: None.

**Renewal of Certificates of Authority:** Presented to the Board for approval were applications for renewal of Certificate of Authority by American Eagle Title & Abstract (Tulsa County), Pushmataha County Abstract Company, University Land Title Services, Inc. (Payne County). A motion was made by Mr. Getchell to approve all the applications. Second by Mr. Bailey. Motion Passed.

Yeas: Mr. Nichols; Mr. Heard; Mr. Thomas; Mr. Bailey; Mr. McDowell; Mr. Luttrull; Mr. Getchell; Mr. Humphrey. Nos: None.

Abstention: Ms. Wooten due to her affiliated company being among those presented for consideration.

**Rate Sheets Only:** Presented to the Board for approval were rate sheet changes for Atoka Abstract Company. A motion was made by Mr. Getchell to approve the rate sheets. Second by Mr. McDowell. Motion passed.

Yeas: Mr. Nichols; Ms. Wooten; Mr. Heard; Mr. Thomas; Mr. Bailey; Mr. McDowell; Mr. Luttrull; Mr. Getchell; Mr. Humphrey. Nos: None.

**Renewal of Permits:** Presented to the Board for approval were applications for renewal of Permit to Build an Abstract Plant by Abstractus, LLC (Pottawatomie County) and Bailey's Abstract & Title (Greer County). A motion was made by Mr. Getchell to approve all the applications. Second by Mr. Nichols. Motion Passed.

Yeas: Mr. Nichols; Ms. Wooten; Mr. Heard; Mr. Thomas; Mr. McDowell; Mr. Luttrull; Mr. Getchell; Mr. Humphrey. Nos: None.

Abstention: Mr. Bailey due to his affiliated company being among those presented for consideration.

**Transfer of Ownership:** Presented to the Board for approval was a Transfer of Ownership from Cleveland County Abstract. A motion was made by Mr. Getchell to approve the transfer. Second by Mr. Nichols. Motion Passed.

Yeas: Mr. Nichols; Ms. Wooten; Mr. Heard; Mr. Thomas; Mr. Bailey; Mr. McDowell; Mr. Luttrull; Mr. Getchell; Mr. Humphrey. Nos: None.

7. **New Business:** Mr. Luttrull asked for any new business.
8. **Report Legal Counsel-John Crittenden:** John Crittenden stated there are no active cases at this time. He reported that he has been working with the Enforcement Committee and would begin working with the Rules Committee next month. He also made himself available to review the Open Meetings Act with new Board Members who might be interested.
9. **Visitor's Comments:** Mr. Luttrull asked for any visitor comments. Ms. Terri Parrish, as representative of the OLTA, invited members of the OAB to give updates at the OLTA Regional Meetings.
10. **Announcement of next meeting:** Tuesday, September 20, 2016, at 10:00 a.m., 421 NW 13<sup>th</sup> Street, Suite 100 (OLERS) Conference Room, Oklahoma City, Oklahoma.
11. The meeting was adjourned by Chairman Luttrull.