

OKLAHOMA ABSTRACTORS BOARD
MINUTES OF REGULAR MEETING
June 18, 2024

1. A special meeting of the Oklahoma Abstractors Board (OAB) was called to order by Chairperson Scott Ward at 10:00 a.m., at the OLERS Conference Room, 421 NW 13th Street, Suite 100, Oklahoma City, Oklahoma.
2. Sue Ann Loggains called the roll. Attending were: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Absent: Darin Kent, Lisa Yates, and Randy Coffman.
3. The Minutes of the Regular Meeting of the OAB, conducted on May 21, 2024, were reviewed. A motion was made by Ms. Ringo to approve the minutes as presented. The motion was seconded by Mr. Lower. Motion carried.
Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.
4. **Chairperson's Report - Scott Ward:** Mr. Ward thanked everyone for the past year. Ms. Yates will be rolling off the board and will be replaced by Jason Waldroup. He stated his appreciation for Lisa and her willingness to be involved with the Board. He wished her luck in business and all her future endeavors.
5. **Administrator's Report (Board Report):** Ms. Smith reported that there were some issues that arose that are being addressed, but that the agency is very close to actually implementing online licensing.
6. **Committee Reports.**
 - a.) **Budget and Finance – Jeff Mapes:** Mr. Mapes gave an update on the budget for April. The annual budget is still \$303,532.00 with encumbrances of \$33,958.00, which gives us a total Year-To-Date Encumbrances and Expenses of \$258,154.97 and a variance of \$45,378.00. The revenue for the month of April was \$28,700.00 and expenses were \$22,354.00 which leaves us with an ending cash balance of \$1,070,146.10. After review and discussion, Mr. Mapes made a motion to approve the report as presented. Second by Ms. Ringo. Motion carried.
Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.
 - b.) **Rules and Regulations – Rex Koller:** Mr. Koller reported that the rule is still with the Governor's office. He has until the 24th of June to notify the Secretary of State's office if he's going to approve everything or is going to decline any proposed rules because that is the deadline for filing notifications in the Register. If he does nothing, all proposed rules are automatically approved. SB979 proposed by the OLTA has been approved. It changes penalty structures which currently are \$100 to \$1,000 per occurrence for any type of violation, but the new bill changes them to

either \$250 or \$500 up to \$10,000 per occurrence. That means that the \$100 fees for minor indexing errors will increase substantially. There was also a change to the language in Title 1 Section 43 and took out the part about unnecessary delay when releasing an abstract to a requestor and changed it to 3 business days. It takes effect on August 29th.

Mr. Ward asked Ms. Smith to send the board a itemized list of the changes.

c.) **Licensing and Testing-Rex Koller:** Mr. Koller reported that since the last board meeting there had been no testing. The next testing date is July 18th at the OAB offices.

d.) **Inspections-Katherine Smith:** Ms. Smith reported that there had been six inspections since the last board meeting with most companies following guidelines and having no errors with the exception of one company which had an instrument pulled through the scanner and attached to another one, therefore, it wasn't indexed in their system. The item has been corrected now. In the packet is listed the inspections and recommended action from the Enforcement Committee. She asked for any questions, but if there were none, for a motion to accept the inspection reports as presented and approval of the action recommended by the Enforcement Committee. A motion was made by Mr. Lower. Second by Ms. Loggains. Motion passed.
Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Ms. Smith also presented a consent order which was included in the packet. The consent order was for an inspection finding at Fairview Abstract. A minor indexing error was found during an inspection and the penalty was \$100. Ms. Smith asked for a motion to approve the consent orders and authorize the chairperson to sign off on them and officially close the matters. A motion was made by Ms. Loggains. Second by Ms. Ringo. Motion passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

e.) **Enforcement Committee Reports-Jeff Lower:**

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. Lower on behalf of the Enforcement Committee to approve all the licenses presented, subject to administrative review and to make sure all compliance issues were met, and appropriate fees paid. Second by Ms. Ringo. Motion passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Renewal of Certificate of Authority (With No Changes): Presented to the Board for approval was an application for renewal of Certificate of Authority with their rate sheet by American Eagle Abstract of Cleveland County, American Eagle Title and

Abstract, LLC (Tulsa), American Eagle Title Group, LLC dba Lincoln County Title Company, Buffalo Land Abstract Company, Inc. (Osage), Great Plains Investments, LLC dba Bailey's Abstract and Title (Greer), and Green Country Title and Closing, LLC (Adair). A motion was made by Mr. Lower on behalf of the Enforcement Committee to approve the application. Second by Ms. Ringo. Motion passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Renewal of Certificate of Authority (With Fee Changes): Presented to the Board for approval were applications for renewal of Certificate of Authority with their rate sheet by PHS Title, LLC dba Smith Brothers Abstract (Seminole) and SCA Title, LLC dba LeFlore County Abstract & Title. The initial motion was made to approve both of the applications, but the motion was revised and the first motion was nullified. A motion was made by Mr. Lower on behalf of the Enforcement Committee to approve the application for SCA Title, but to hold the application from PHS Title until the following board member because two of the board members in attendance would have to abstain, therefore, there was not a quorum available to vote on that application. Second by Ms. Loggains. Motion passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Rate Change Only: Presented to the Board for approval an amended rate sheet by Musselman Abstract Company (Washington). A motion was made by Mr. Lower on behalf of the Enforcement Committee to approve the amended rate sheet. Second by Mr. Koller. Motion passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Application for NEW Permit to Build an Abstract Plant: Presented to the Board for approval was an application for a New Permit to Build by Stewart Title of Oklahoma (Logan). A motion was made by Mr. Lower on behalf of the Enforcement Committee to approve the application. Second by Ms. Ringo. Motion passed.

The floor was opened for discussion, but neither the applicant nor existing COA holders made comments.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Application for Renewal of Permit to Build: Presented to the Board for approval was an application for a Renewal of Permit to Build by American Eagle Title & Abstract, LLC (Okmulgee). A motion was made by Mr. Lower on behalf of the Enforcement Committee to approve the application. Second by Ms. Ringo. Motion passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

7. **Election of Officers:** Mr. Ward opened the floor for discussion and nominations.

A motion was made by Ms. Loggains to retain Scott Ward as Chairman. Second by Ms. Ringo. Motion Passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, and Sue Ann Loggains. Nos: None.

Abstention: Mr. Ward.

A motion was made by Ms. Ringo to nominate Rex Koller for Vice-Chairperson. Second by Ms. Loggains. Motion Passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Scott Ward, and Sue Ann Loggains. Nos: None.

Abstention: Mr. Koller

A motion was made by Ms. Ringo to nominate Jeff Mapes for Secretary. Second by Ms. Loggains. Motion Passed.

Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Abstention: Mr. Mapes.

Mr. Ward stated that he'd get with the new officers to talk about committees. He asked Ms. Smith to send them the committee rosters for the past two years and she said she would. She also reminded the Board at large that whomever was in charge of rules this cycle needed to start right away because the deadlines have been pushed up and rule changes need to be submitted much earlier.

8. **Report Legal Counsel-Whitney Herzog Scimeca:** Ms. Scimeca gave an update on the case in Love County CV-2023-38. It is still pending in Love County but there were no other updates
9. **Visitor's Comments:** Mr. Ward asked for any visitor comments. There were none.
10. **Announcement of next meeting:** Tuesday, July 16, 2024, at 10:00 a.m., 421 NW 13th Street, Suite 100 (OLERS) Conference Room, Oklahoma City, Oklahoma.
11. **Adjournment:** Mr. Ward asked for a motion to adjourn the meeting. Motion was made by Mr. Lower. Second by Ms. Ringo. Motion passed.
Yeas: Darla Ringo, Jeff Lower, Jeff Mapes, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.