

OKLAHOMA ABSTRACTORS BOARD
MINUTES OF REGULAR MEETING
May 21, 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: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Absent: Jeff Lower, Jeff Mapes, and Lisa Yates. Mr. Kent arrived just after roll was called.
3. The Minutes of the Regular Meeting of the OAB, conducted on April 16, 2024, were reviewed. A motion was made by Ms. Ringo to approve the minutes as presented. The motion was seconded by Mr. Coffman. Motion carried.
Yeas: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.
4. **Chairperson's Report - Scott Ward:** Mr. Ward reported that things had been moving smoothly at the Board.
5. **Administrator's Report (Board Report):** Ms. Smith reported that progress was being made with online licensing and there might be an implementation date in June. Ms. Smith also announced that Ayla would be out on vacation the following week.
6. **Committee Reports.**
 - a.) **Budget and Finance – Katherine Smith:** Ms. Smith gave an update on the budget for April. The annual budget is still \$303,532.00 with encumbrances of \$37,877.12, which gives us a total Year-To-Date Encumbrances and Expenses of \$239,720.00 and a variance of \$63,813.00. The revenue for the month of April was \$51,705.00 and expenses were \$19,178.51 which leaves us with an ending cash balance of \$1,061,466.70. After review and discussion, Ms. Smith asked for a motion to approve the report as presented. Motion was made by Ms. Ringo. Second by Mr. Kent. Motion carried.
Yeas: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Proposed FY25 Budget: Ms. Smith called attention to the proposed budget in the Board Member's packet. The only increases were the incremental increases as required by the state and the staff increases approved at the previous meeting with one slight change from the budget previously sent to the Board for review. There was an addition of funds to facilitate replacing the desk chairs for the staff. After review and discussion, Ms. Smith asked for a motion to approve the proposed budget. A motion was made by Mr. Coffman to approve the budget as presented. Second by Ms. Ringo.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

b.) **Rules and Regulations – Randy Coffman:** Mr. Coffman reported that the rule has been submitted to the legislature and is still there waiting to go through the process. He also discussed SB979 had made its way through the legislature and was waiting for the Governor’s signature.

c.) **Licensing and Testing-Rex Koller:** Mr. Koller reported that since the last board meeting, twenty-three people had taken the test and twenty-one had passed. The next testing date is July 16th at the OAB offices.

d.) **Inspections-Katherine Smith:** Ms. Smith reported that there had been thirteen inspections since the last board meeting. In the packet is listed the inspections and recommended action from the Enforcement Committee. She also pointed out the last listing in the inspection list because it wasn’t really a full inspection. The company had allowed almost half their abstract licenses to expire so the Enforcement Committee asked her to do a mini-inspection to ensure the company was keeping up with indexing and order fulfillment within guidelines. 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 Ms. Ringo. Second by Mr. Kent. Motion passed.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Abstention: Ms. Ringo, and Mr. Koller, abstained from voting on those inspections related to their employer’s businesses.

e.) **Enforcement Committee Reports-Darla Ringo:**

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 Ms. Ringo 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 Mr. Kent. Motion passed.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Abstention: Mr. Coffman, abstained from those licenses related to his employer’s businesses.

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 Atoka Abstract, LLC (Atoka), Custer County Abstract Co., Genesis Abstract & Title, LLC, Guaranty Abstract Company (Jefferson), Marietta Abstract Company (Love), Southeastern Oklahoma Abstract and Title, LLC dba Southern Abstract & Title Co. (McCurtain), and Sulphur Abstract and Title Company (Murray). A motion

was made by Ms. Ringo on behalf of the Enforcement Committee to approve the application. Second by Ms. Loggains. Motion passed.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, 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 Adams title Advantage (Latimer), First American Title Insurance Company (Tulsa), and Woodward County Abstract Company. A motion was made by Ms. Ringo on behalf of the Enforcement Committee to approve the applications. Second by Mr. Koller. Motion passed.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

Abstention: Ms. Loggains, abstained from those applications related to their employer's businesses.

Rate Change Only: Presented to the Board for approval an amended rate sheet by Photo Abstract Company. A motion was made by Ms. Ringo on behalf of the Enforcement Committee to approve the amended rate sheet. Second by Mr. Kent. Motion passed.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, 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 Abstract of Canadian County, LLC (Canadian). A motion was made by Ms. Ringo on behalf of the Enforcement Committee to approve the application. Second by Mr. Kent. Motion passed.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, 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 Oklahoma Digital Abstract, LLC dba American Eagle Title & Abstract of Garfield County (Garfield). A motion was made by Ms. Ringo on behalf of the Enforcement Committee to approve the application. Second by Mr. Koller. Motion passed.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, 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 Oklahoma Digital Abstract, LLC dba American Eagle Title & Abstract of Kingfisher County (Kingfisher). A motion was made by Ms. Ringo on behalf of the Enforcement Committee to approve the application. Second by Mr. Kent. Motion passed.

Yeas: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.

7. **Report Legal Counsel-Whitney Herzog Scimeca:** Ms. Scimeca gave an update on the case in Love County CV-2023-38. There is a scheduling order for a briefing which is scheduled for May 24th for the Plaintiff after which she will submit an answer brief by July 1st. There will be oral arguments after that, but a date has not been set.
8. **Visitor's Comments:** Mr. Ward asked for any visitor comments. Mr. KC West thanked the Board for allowing Ms. Smith to administer the abstractor licensing exam at the Basic Abstractor school. He also thanked Ms. Loggains for giving an update at the OLTA convention.
9. **Announcement of next meeting:** Tuesday, June 18, 2024, at 10:00 a.m., 421 NW 13th Street, Suite 100 (OLERS) Conference Room, Oklahoma City, Oklahoma.
10. **Adjournment:** Mr. Ward asked for a motion to adjourn the meeting. Motion was made by Mr. Kent. Second by Ms. Ringo. Motion passed.
Yeas: Darin Kent, Darla Ringo, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.