

OKLAHOMA ABSTRACTORS BOARD
MINUTES OF REGULAR MEETING
September 17, 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. Jeff Mapes called the roll. Attending were: Darla Ringo, Jason Waldroup, Jeff Lower, Jeff Mapes, Randy Coffman, Rex Koller, Scott Ward and Sue Ann Loggains. Absent: Darin Kent.
3. The Minutes of the Regular Meeting of the OAB, conducted on August 20, 2024, were reviewed. A motion was made by Mr. Lower to approve the minutes as presented. The motion was seconded by Ms. Ringo. Motion carried.
Yeas: Darin Kent, Darla Ringo, Jason Waldroup, Jeff Lower, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None
Abstention: Randy Coffman because he was not present for that meeting.
4. **Chairperson's Report - Scott Ward:** Mr. Ward reported that everything is going well and running smoothly.
5. **Administrator's Report (Board Report):** Ms. Smith reported that despite being set to do a soft launch for online licensing, the service provider went silent. Ayla finally got in touch with someone and we're still awaiting the go ahead for the next step.
6. **Committee Reports.**
 - a.) **Budget and Finance – Darla Ringo:** Ms. Ringo gave an update on the budget. The annual budget is still \$276,789.000 with encumbrances of \$87,598.73, which gives us a total Year-To-Date Encumbrances and Expenses of \$99,914.48 and a variance of \$176,874.52. The revenue for last month was \$4,170.00 and expenses were \$20,173.24 which leaves us with an ending cash balance of \$1,059,695.58. After review and discussion, Ms. Ringo made a motion to approve the report as presented. Second by Ms. Loggains. Motion carried.
Yeas: Darla Ringo, Jason Waldroup, Jeff Lower, Jeff Mapes, Randy Coffman, Rex Koller, Sue Ann Loggains, Scott Ward, and Sue Ann Loggains. Nos: None.
 - b.) **Rules and Regulations – Rex Koller:** Mr. Koller reported that he spoke with Mark Luttrull the previous evening at the OLTA Regional Meeting and he said that he would discuss it with the various regions and see if there was anything they felt needed to be addressed. He is just waiting to hear back from Mr. Luttrull.
 - c.) **Licensing and Testing-Sue Ann Loggains:** Ms. Smith reported that since the last board meeting there had been no testing since the last meeting. The next testing date is September 19th at the OAB offices.

d.) **Inspections-Katherine Smith:** Ms. Smith reported that there had been eight inspections since the last board meeting. There were no issues found for any of the companies. She asked for any questions, but if there were none, she asked for a motion to approve the inspection reports as presented. A motion was made by Mr. Lower. Second by Mr. Mapes. Motion passed.
Yeas: Darla Ringo, Jason Waldroup, Jeff Lower, Jeff Mapes, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.
Abstention: Ms. Ringo and Mr. Koller abstained from voting on those reports related to their employer's business holdings.

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 Mr. Koller. Motion passed.
Yeas: Darla Ringo, Jason Waldroup, Jeff Lower, Jeff Mapes, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.
Abstention: Ms. Ringo, Mr. Coffman, and Mr. Koller abstained from voting on those reports related to their employer's business holdings.

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 with no fee changes by SCA Title, LLC dba Haskell County Abstract & Title, Delaware County Title, LLC dba Smith Brothers Abstract & Title Co., Smith Brothers Abstract & Title Co. (Logan), University Land Title Services, Inc. (Payne). A motion was made by Mr. Lower on behalf of the Enforcement Committee to approve the application. Second by Mr. Mapes. Motion passed.
Yeas: Darla Ringo, Jason Waldroup, Jeff Lower, Jeff Mapes, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.
Abstention: Ms. Ringo and Mr. Koller abstained from voting on those reports related to their employer's business holdings.

New Certificate of Authority: Presented to the Board for approval was an application for a New Certificate of Authority by Chicago Title Oklahoma Co. (Canadian).

A motion was made by Mr. Lower on behalf of the Enforcement Committee to approve the amended rate sheets. Second by Mr. Koller. Motion passed.

Comes now Katherine Smith, State Administrator of Abstracting of the Oklahoma Abstractors Board, and states:

The application for certificate of authority has been received in proper form and reviewed.

Proper notification was made by posting on the OAB website, notifying the Court Clerk and County Clerk of Canadian County, as well as all Certificate of Authority holders in Canadian County.

No comments were received from any source.

Payment of the applicable fees have been made in the correct amount of \$2,400.00. E&O Insurance in the sum of \$10,000,000.00 and a County records bond of \$100,000.00 have been posted.

Inspections have been performed by the Inspectors on behalf of the OAB and all have found an adequate abstract plant available for use.

The name of the company is not deceptively similar to other certificate of authority or permit holders, and the company has an actual physical presence in the county of Canadian.

According to the foregoing, the application for a Certificate of Authority is in compliance with Title 1 of the Oklahoma Statutes and 5:11-9-1 of the Permanent Rules of the OAB.

As the State Administrator of Abstracting of the Oklahoma Abstractor's Board, I hereby recommend that the Application for Certificate of Authority submitted by Chicago Title Oklahoma Co. be approved. Signed Katherine Smith, dated September 17, 2024.

Ms. Loggains asked about the abstract notes about missing items in the abstracts and that Ms. Smith had noted that they were likely not applicable to surface. Ms. Loggains asked whether it might be a good idea to have an attorney look at the abstracts in those cases to see if the items really were needed. She said that she thought that if there were several items missing the Board should be making sure they're abstracting the right material.

The floor was opened for comments from both the existing COA holder and applicant. There were none.

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

7. **Report Legal Counsel-Whitney Herzog Scimeca:** Ms. Scimeca reported that she had been working with the Enforcement Committee.

Mr. Koller asked about potentially getting attorney fees back related to the Love County case. Ms. Scimeca said that it had been in the last filing, but that generally an agency can. Ms. Smith added that during the process, no additional time was billed to the OAB. It simply paid its normal monthly fee because no additional time was needed.

8. **Visitor's Comments:** Mr. Ward asked for any visitor comments. Ms. Parrish thanked the representatives from the OAB for attending the OLTA Regional Meeting in Tulsa the previous evening.
9. **Announcement of next meeting:** Tuesday, October 15, 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. Lower. Second by Mr. Koller. Motion passed.
Yeas: Darla Ringo, Jason Waldroup, Jeff Lower, Jeff Mapes, Randy Coffman, Rex Koller, Scott Ward, and Sue Ann Loggains. Nos: None.