

**BOARD OF LICENSURE OF ARCHITECTS, LANDSCAPE ARCHITECTS  
AND INTERIOR DESIGNERS  
BOARD MEETING MINUTES  
May 31, 2016**

**MEMBERS PRESENT:**

Janet Hansen, Chair  
William Bisson  
Lori LaRochelle  
Terrence DeWan, Vice-Chair  
R. Michael Pullen  
Cinderella Norris

**OTHERS PRESENT:**

Karen Bivins, Administrator  
Catherine Pendergast, Licensing Supervisor  
Kim Baker, Licensing Clerk  
Debbie Fales, Licensing Clerk  
Robert Perkins, AAG

**MEMBERS ABSENT:**

None

**CALL TO ORDER**

The meeting was called to order by Chair Janet Hansen 9:08 a.m.

**AGENDA MODIFICATIONS**

A motion was made by Pullen and seconded by LaRochelle to add the CLARB Annual Meeting travel request for DeWan and a discussion about the NCARB Resolutions. Unanimous.

**OLD BUSINESS**

Action on Minutes of November 17, 2015 Meeting

A motion was made by DeWann and seconded by Pullen to approve the minutes of the November 17, 2015 meeting. Norris abstained; DeWan, Bisson, Hansen, Pullen and LaRochelle voted in the affirmative. Motion carried.

**NEW BUSINESS**

Election of Officers

A motion was made by DeWan and seconded by Pullen to elect Hansen as Chair, DeWan as Vice-Chair and Pullen as Complaint Officer. Unanimous.

Administrator's Report

The Board discussed proposed Rulemaking as drafted by staff.

Complaint Officer's Report

The will be three complaints presented at the next meeting.

## Application Report

The Board reviewed staff's report of applications processed since November 31, 2015.

## **OTHER BUSINESS**

### Out of State Travel

A motion was made by Bisson and seconded by Pullen to approve the following out-of-state travel requests:

NCARB 2016 Regional Summit, Savannah, GA, March 10-13, 2016 (Hansen)  
NCARB Annual Business Meeting, Seattle, WA, June 15-19, 2016 (Hansen)  
CLARB 2016 Annual Meeting, Philadelphia, PA, September 22-24, 2016 (DeWan)  
NCIDQ Meeting November (dates and location to be determined) (Larochelle)

Unanimous.

Next Meeting Scheduled for July 19, 2016 at 10:00 a.m.

## **ADJOURN**

Being no further business, the meeting adjourned at 10:05 a.m.