

**BOARD OF LICENSURE OF ARCHITECTS, LANDSCAPE ARCHITECTS  
AND INTERIOR DESIGNERS  
BOARD MEETING MINUTES  
January 21, 2025**

**MEMBERS PRESENT:**

Cinderella Norris, Chair  
R. Michael Pullen, Complaint Officer  
Mark Johnson  
Kristen Damuth

**STAFF PRESENT:**

Catherine Pendergast, Administrator  
John Belisle, AAG  
Jazmyne Marks, Licensing Supervisor  
Heidi Lincoln, Office Specialist I  
Shara Chesley, Office Specialist I

**MEMBERS ABSENT:** None

**Location:** 76 Northern Avenue, Gardiner

**Start:** 9:00 a.m.

**Adjourn:** 9:28 a.m.

**CALL TO ORDER**

The meeting was called to order by Chair Norris at 9:00 a.m.

**AGENDA MODIFICATIONS**

A motion was made by Pullen and seconded by Damuth to add discussion of an email sent to the administrator from the Council for Interior Design Qualifications (CIDQ). Unanimous

**MINUTES REVIEW AND APPROVAL**

A motion was made by Pullen and seconded by Johnson to approve the minutes of the November 19, 2024; meeting as presented. Unanimous.

**OUT-OF-STATE TRAVEL REQUEST**

A motion was made by Pullen and seconded by Norris for Board Member Damuth to attend the 2025 NCARB Regional I Summit in Philadelphia, PA on 02/29/2025-03/01/2025. Unanimous.

A motion was made by Pullen and seconded by Johnson to appoint Damuth as the NCARB Region One delegate and Pullen alternate delegate. Unanimous.

**ELECTION OF OFFICERS**

A motion was made by Pullen and seconded by Damuth to elect Cinderella Norris as Chair; Mark Johnson as Vice-Chair; and Mike Pullen as Complaint Officer. Unanimous.

**COMPLAINTS**

2024-ARC-20406- A motion was made by Johnson and seconded by Norris to dismiss. Norris, Johnson, and Damuth voted in the affirmative. Pullen abstained. Motion Carried.

**ADMINISTRATOR'S REPORT**

The administrator discussed an email from CIDQ regarding a Board member delegate for CIDQ matters. No action taken.

**PUBLIC COMMENT**

None.

**MEETING SCHEDULE**

The next meeting is currently scheduled for March 18, 2025.

**ADJOURN**

A motion was made by Pullen and seconded by Damuth to adjourn. Unanimous.

Being no further business, the meeting was adjourned at 9:28 a.m.