



## STATE BOARD OF LANDSCAPE ARCHITECTS

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### MEETING OF THE WEST VIRGINIA BOARD OF LANDSCAPE ARCHITECTS January 20<sup>th</sup>, 2016

- I. A meeting of the West Virginia Board of Landscape Architects was called to order at 11:00am, January 20<sup>th</sup>, 2016 via Teleconference. Present were board Members Michael Biafore (Chairman) and John Rudmann (Treasurer), and Jason Testman (Secretary).

#### II. OLD BUSINESS

- a. **Minutes:** The Minutes from the meeting of August 2015 were approved. These Minutes and others from the previous three year's meetings have been posted to the website
- b. **Treasurer's Report:**

2015 Treasurers Report as of 2/2016		
Beginning Balance	\$	36,185.37
Net Activity	\$	2,163.25
Ending Balance	\$	38,348.62

- c. **Website:**
- i. Last communication from Ian McQuinn was two months ago – Mike will follow up
- d. **Board Stipend**
- i. Informed that stipends were approved, but there appears to be an issue holding up processing. Tried to contact Shelia Gray and Kaye Parks with no response

#### III. NEW BUSINESS

- a. **Exams** –
- i. Timothy Scott passed exam 1 August 2015, passed exam 2 and 3 December 2015
- ii. Ben Hagerty failed exam 1, 3, and 4, credit exam 2
- b. **Renewals:** Update renewal form on website, send email with instructions for download. Licensees who do not have email address will be contacted to provide one.
- c. **Completed Roster:** updated with emails, addresses, etc.

- i. Need to sync Mike and Jason's roster and post to website
- d. Recent Licenses Issued:

**RECENT LICENSES ISSUED**

<b>Applicant Name</b>	<b>Number</b>	<b>Notes</b>
Greg Osband	401	issued
Andrew Streagle	402	issued
Cynthia Tyler	403	issued
Steven Torgerson	404	issued
Brady Halverson	405	issued
Michael Blackburn	406	issued
David Scarton	255	Reinstated – paid \$400

<b>Applicant Name</b>	<b>Status</b>	<b>Outstanding</b>	<b>Action Taken</b>
Mark Baker	R'cd verification from MD	Still no application – notified final time	Dead file
John Klamut	R'cd verification for MD PE	Still no application – notified final time	Dead file
Dillion Conner	R'cd w/clarb		Approved, license #407
Doreen Frost	R'cd clarb record	No application	
James Sauer	Received reference	No application	

- e. **Oasis project** – John will contact finance desk about CLARB fees
- f. **Records Management** – Mike will inquire with Leslie
- g. **CEU Audit** – 1 unfinished response
- h. **Auditor's report** – Annual report set up
- i. **Board reconfiguration bill** – waiting on info from AG's office

**IV. PUBLIC COMMENTS**

- a. There were no comments

**V. NEXT MEETING**

- a. Mike will advise on next meeting date.

Meeting adjourned at 12:00pm

Respectfully Submitted,

Jason Testman, Secretary  
January 20<sup>th</sup> 2016