



## STATE BOARD OF LANDSCAPE ARCHITECTS

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# MEETING OF THE WEST VIRGINIA BOARD OF LANDSCAPE ARCHITECTS January 23<sup>rd</sup> 2018

I. A meeting of the West Virginia Board of Landscape Architects was called to order at 12pm, January 23<sup>rd</sup>, 2018 via phone conference. Present were board Members Michael Biafore (Chairman) and John Rudmann (Treasurer), Jason Testman (Secretary)

## II. OLD BUSINESS

a. **Minutes:** The Minutes from the meeting of September 2017 were approved. These Minutes and others from the previous three year's meetings have been posted to the website

## III. NEW BUSINESS

### a. Board Stipend

i. WV11'S are not processed by the state budget office. These must be processed in OASIS – received notice of approval dated July 5<sup>th</sup>, but process is not complete. – Mike will attempt again to get info from budget office.

b. **Roster** – updated Roster will be synced between Mike and Jason and uploaded to website – still need contact info from new licensees

c. **Exams** – results from LARE have been logged, are available

## RECENT LICENSES ISSUED

Applicant Name	Number	Notes
Daniel Park	409	

## APPLICATIONS

<b>Applicant Name</b>	<b>Status</b>	<b>Outstanding item</b>	<b>Notes</b>
Sandy White	Under review	None	Approved

- d. **Oasis -**
- e. **Records Management** – Mike is designated manager at this time
  - i. need to develop records management policy
- f. **Procure Review and Follow up**
  - i. Will review

**IV. Other**

- a. **Mikes Term**
- b. **Transition Items**

**V. PUBLIC COMMENTS**

- a. There were no comments

**VI. NEXT MEETING**

- a. Mike will advise on next meeting date.

Meeting adjourned at 1:00pm

Respectfully Submitted,

Jason Testman, Secretary  
January 23<sup>rd</sup>, 2018