

# **MINUTES**

## **MARYLAND BOARD OF ARCHITECTS**

**DATE:** August 28, 2019

**PLACE:** 500 N. Calvert Street  
3rd Floor Conference Room, FINREG  
Baltimore, MD 21202

**PRESENT:** Paul Edmeades, Chair  
Kevin Sneed, Architect  
Douglas Polt, Architect  
Magda Westerhout, Architect  
Cynthia Shonaiya, Architect  
Stephanie Hopkins, Consumer Member  
Gary Ey, Consumer Member

**OTHERS PRESENT:** Joseph Cullingford, Executive Director  
Milena Trust, Board Counsel  
Frazier West, Professional Licensing Investigator  
Iris Beasley, Board Administrator  
Zevi Thomas, Program Education Mgr. AIA Baltimore  
John Corkill, AIA

### **CALL TO ORDER**

Paul Edmeades called the meeting to order at 10:10 a.m.

### **APPROVAL OF THE MINUTES**

Motion (I) was made by Magda Westerhout, seconded by Douglas Polt and unanimously carried to accept the June 26, 2019 meeting minutes with minor changes.

### **COMPLAINT COMMITTEE REPORT**

17-AR-06 No Change  
18-AR-23 Investigation/pre-charge  
02-AR-19 Hearing scheduled for October 7, 2019  
06-AR-19 Closed  
08-AR-19 September 5, 2019 Ann Arundel County Trial  
10-AR-19 September 6, 2019 Prince George County Trial  
12-AR-19 Hearing before Maryland Board of Architects  
13-AR-19 Trial scheduled for October 1, 2019

Motion (II) was made by Douglas Polt, seconded by Magda Westerhout and unanimously carried to accept the Complaint Committee report.

The new Secretary, Tiffany Robinson, visited the Board to introduce herself to the Board.

### **APPLICATIONS FOR ARCHITECT REGISTRATION EXAMINATION**

The Board approved the following nineteen A.R.E. candidates:

Christie Melgar	Brian Baksa
David Keener	Duncan Randall
Ryan Jacobson	Emily Cyle
Alexandra Garvis	Margaret Tsang
Brittany Bidinger	Meghan Lavery
Alhassane Seck	Wadiah Akbar
Su Bloye	Yomar Soliz
Allen Cowling	Pauline Koy
Alyssa Kurien	Nikkola James
Robert Goodill	

Motion (III) was made by Cynthia Shonaiya, seconded by Gary Ey and unanimously carried to accept the nineteen A.R.E. candidates. The Board denied one A.R.E. application because of the lack of experience.

### **OLD BUSINESS**

Milena Trust presented the Board with multiple suggestions on updating the firm permit regulations. This change will modernize the current requirement that specifies 2/3rds must be architects. Milena Trust will reach out to other states to research their requirements and present them to the Board. Ms. Trust reiterated that any requested changes will not be done until next year, unless they are introduced by a third party.

Joseph Cullingford attended the Maryland Building Officials Association (MBOA) meeting. He met with Code Official representing a diverse group of Maryland counties. Mr. Cullingford stated that MBOA offers training that licensees can take advantage of for meeting their continuing education requirements. He will send the information on the training to the Board for review and post it on the website to inform licensees.

### **NEW BUSINESS**

No new business

**CORRESPONDENCE**

No new correspondence

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director, Joseph Cullingford, informed the Board that the Joint Chairs met to discuss the budget. Currently the budget indicates that the Maryland Board of Architects financial situation is healthy. He added that NCARB's process for managing travel aids in keeping the Board's expenses low.

Joseph Cullingford informed the Board that there will be a hearing at the next Board meeting, September 25, 2019.

The Assistant Executive Director will be out of the office for an extended leave over the next few weeks.

**BOARD COUNSEL'S REPORT**

Milena Trust informed the Board that she was communicating with NCARB to improve relations with Board Counsel and NCARB.

Ms. Trust reminded the Board that they will need to ensure they have a quorum for the next meeting to ensure that the Board can conduct the scheduled hearing.

**ADJOURNMENT**

There being no further business, motion (IV) was made by Gary Ey , seconded by Stephanie Hopkins and unanimously carried to adjourn the meeting at 11:05 a.m.

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Paul Edmeades, Chair

Date: \_\_\_\_\_