

Vermont Secretary of State  
Office of Professional Regulation  
BOARD OF ARCHITECTS  
89 Main Street, 3<sup>rd</sup> Floor,  
Montpelier, VT 05602

UnApproved Minutes  
October 2, 2018

**Members present:** Liz Merrill, Keith Robinson, Jennifer Arbuckle, Ingrid Moulton-Nichols, Kirk Moore, Beth Chenette and Matt Lutz (phone)

**Member(s) absent:** none

**Staff present:** Danielle Rubalcaba, Licensing Administrator II; Laura Lyman, General Counsel

1. 10:05 am Called to order by the board Chair Jennifer Arbuckle
2. **Approval of the Minutes of the August 6, 2018 meeting.** Beth Chenette made a motion to accept the minutes. Keith Robinson seconded the motion. Motion passed unanimously.
3. **Hearings/Stipulations/Concluded Investigations:** None
4. **Licensing – Reviewed and approved the following applications for licensure based on successfully completing the ARE’s or applicants substantially equivalent by endorsement/reciprocity.** Motion to approve the following applications made by Chair Jennifer Arbuckle. Motion seconded by Liz Merrill. Motion Carried.

Shari Vaccarella, Completed ARE’s  
Stephen Branchflower, Completed ARE’s  
John Holland, Endorsement

**Following applicants are approved to sit for the ARE**

Andrew Webster  
Lealoni Coathup

**Follow up:** Motion to table the following applications made by Chair Jennifer Arbuckle. Motion seconded by Liz Merrill. Motion Carried.

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5. **Discussion Items:**  
  
Upcoming Regional Meeting  
IPAL discussion
6. **Adjourn.** There being no further business to attend to board Chair Jennifer Arbuckle adjourned the meeting at 11:10 pm

Upcoming Meeting Dates

December 4, 2018  
February 4, 2019  
April 1, 2019  
June 3, 2019  
August 5, 2019  
October 7, 2019  
December 2, 2019

