

**BOARD OF ARCHITECTS**  
Secretary of State, Office of Professional Regulation  
National Life Building, North, Floor 2, Montpelier, VT 05620-3402

**UNAPPROVED MINUTES**  
**Meeting of December 17, 2009**

1. The meeting was called to order at 10:09 AM.

Members present: Edward Wolfstein, Chairman; Frank Guillot, Vice-Chair; Arnold Aho, Secretary; Ingrid Nichols; Janet Stackpole and Jennifer Arbuckle

Members Absent: Heidi Passalacqua.

OPR Personnel: Kevin Leahy, Legal Counsel; Carla Preston, Unit Administrator and Patty Skinner, Administrative Assistant and Terry Gray, Unit Administrator.

2. The Chair called for approval of the Minutes of the October 29<sup>th</sup> meeting. A motion was made and passed unanimously to approve the minutes with a minor change of date for the next meeting.

3. **Reports**

4. **Hearings/Stipulations/Reports of Concluded Investigations**

5. **Legislation/Rulemaking**

6. **Applicants for Licensure**

The Board reviewed and approved the following applicants for licensure on the basis of their NCARB Certification, or having met Vermont's requirements. Applicants who were approved for licensure based on their successful completion of the Architect Registration Examination must submit updated child support/tax and unemployment statements and responses to the legal questions (i.e., convictions, discipline in other states, etc.).

Andre Bliss—Examination

Michael J. Kopchik—

Blue Book

Sabine Dickel—Examination

Erin Kintzer—Exam

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Kristen Van Aalst—Examination

Carol D. Gander

—Blue Book

7. **Applications for Review and Discussion**

Eileen Hee—was approved to sit for the

ARE Examination

Melissa J. Aloisi—was approved to sit for the AR

E Examination

8. **Newsletter Topics!**

Topics to be addressed in the Board's next issue of the Newsletter include proposed legislative changes, rulemaking process, new licensing system (eLicense), and soon.

9. **National Council of Architectural Registration Boards (NCARB) Correspondence**

a. All NCARB correspondence was reviewed.

10. **Miscellaneous Correspondence:**

11. **Public Comment:**

12. **Other Business Introduced:**

a. Election of officers: Edward Wolfstein–Chairman  
Frank Guillot–Vice Chair  
Arnold Aho–Secretary

b. Signing of Architectural Certificates

c. Chairman Wolfstein welcomed Terry Gray as the new Unit Administrator to the Board and gave an overview of the Board and how it interacts with NCARB. Ms. Gray was then introduced to all of the Board members.

14. The next meeting of the Board is scheduled for **February 01, 2010 at 10:00AM.**

15. There being no further business, the meeting was adjourned.

Respectfully submitted,

Patty Skinner  
Administrative Assistant  
Office of Professional Regulation