



Board of Architects

Office of Professional Regulation, Vermont Secretary of State

89 Main Street, 3rd Floor • Montpelier, VT 05620-3402
Sos.vermont.gov

Minutes September 27, 2021

Members present: None

Members present via phone: Kirk Moore, Keith Robinson, Rebecca Campbell, Liz Merrill & Eileen Hee

Member(s) absent: Matt Lutz & Beth Chenette

Staff present: Danielle Rubalcaba, Licensing Administrator III; Cassandra Diederich, General Counsel; Gabriel Gilman, General Counsel

Guests: None

1. **Call to Order:** At 10:08 a.m. chair Keith Robinson called the meeting to order.
2. **Changes to Agenda:** None
3. **Approval of the Minutes of the June 7, 2021 meeting:**

Rebecca Campbell moved to accept the minutes. Eileen Hee seconded the motion. Motion passed unanimously.
4. **Hearings/Stipulations/Concluded Investigations:** None
5. **Licensing – Reviewed and approved the following applications for licensure based on successfully completing the ARE’s or applicants substantially equivalent by endorsement/reciprocity:**

None

Follow up: None
6. **Discussion Items:**
 - a. Fall 2021 NECARB Region 1 Meeting is being held in October. This will be a hybrid meeting.
 - b. Cassandra Diederich staff introduction as general counsel
 - c. Residential practice, fire marshal, stamps on plan. General Counsel will make some calls and we will discuss further at the next meeting.
7. **Administrative Updates**
 - a. Rule discussion and draft review. Board needs additional time to review and make edits to the current draft. We will discuss further at the next meeting.
8. **Adjourn.** There being no further business, chair Keith Robinson invited a motion to adjourn at 10:36 am. Kirk Moore made the motion. Liz Merrill seconded the motion. Motion carried.

Upcoming Meeting Dates

December 6, 2021

March 7, 2022

June 6, 2022

September 5, 2022 – Need to reschedule currently on Labor Day

December 5, 2022