

**BOARD OF ARCHITECTS**  
Secretary of State, Office of Professional Regulation  
89 Main St., 3<sup>rd</sup> Floor  
Montpelier, VT 05620-3402  
**UNAPPROVED MINUTES**  
**Meeting of April 7, 2014**

1. The meeting was called to order at 10:10 AM by Chairman Arbuckle.

Members present: Jennifer Arbuckle; Chair, Keith Robinson; Secretary, Beth Chenette, Ed Wolfstein, Ingrid Moulton-Nichols, and Frank Guillot

OPR Staff: Danielle Rubalcaba; Licensing Board Specialist, Colin Benjamin; Board Counsel, Carla Preston; Case Manager,

2. K. Robinson called for approval of the Minutes of the February 11, 2014 meeting. Motion seconded by I. Nichols. Motion passed unanimously.

3. **Case Manager's Report**

The current number of cases pending for the Board is eleven (11); (2) two are on hold, (1) one ready for I-Team Meeting, (1) one pending intake, (3) three set for hearings, (3) three currently under investigation, and (1) one pending charges.

**Stipulation & Consent Orders**

2013-363: Ingrid Moulton-Nichols made a motion to approve this stipulation and consent order. Motion seconded by J. Arbuckle. Motion carried. (Ed Wolfstein abstained)

4. **Applicants for Licensure:**

The Board reviewed and approved the following applicants for licensure on the basis of their National Council of Architectural Registration Boards' (NCARB) Certification, or having met Vermont's requirements. A Motion was made to approve the following applicants for licensure. The motion was seconded and motion carried.

<i>Larry Barr-NCARB</i>	<i>Michael Payne-NCARB</i>
<i>Gary Adams-NCARB</i>	<i>Michael Phinney-NCARB</i>
<i>Gilbert Schafer-NCARB</i>	<i>Alan Berry-NCARB</i>
<i>Christopher O'Reilly-NCARB</i>	<i>Randolph Key Jr-NCARB</i>
<i>Sean Selby-NCARB</i>	<i>Kevin Neumann-NCARB</i>
<i>Kurt Rockstrok-NCARB</i>	<i>James Gaddis-NCARB</i>
<i>Elizabeth McNicholas-NCARB</i>	<i>Peter Stewart-NCARB</i>
<i>Jonathan Saccoccio-NCARB</i>	<i>Christopher Lewis-NCARB</i>
<i>Aaron Rodebaugh-NCARB</i>	<i>Kenneth Bere- NCARB</i>
<i>Jeremy Greeley, NCARB</i>	

The Board reviewed and approved the following applicants for licensure on the basis of completing all sections of the A.R.E or having met Vermont's requirements. A Motion was made to approve the following applicants for licensure. The motion was seconded and motion carried.

*Joseph Fisher-Completed A.R.E*

The Board reviewed and approved the following applicants for licensure on the basis of endorsement, or having met Vermont's requirements. A Motion was made to approve the following applicants for licensure. The motion was seconded and motion carried.

*Richard Stibolt-Endorsement*

**Applicants for Examination:**

- K. Robinson made a motion to approve Tyler Johnson to sit for A.R.E. Motion seconded by E. Wolfstein. Motion carried.
- K. Robinson made a motion to approve William Hansen Jr. to sit for A.R.E. Motion seconded by F. Guillot. Motion carried.
- I. Moulton Nichols made a motion to approve Wai Yin (Phyllis) Tsang to sit for A.R.E. Motion seconded by F. Guillot. Motion carried.

**5. Applications reviewed and discussed:**

**6. New Business**

**7. Adjournment**

Meeting adjourned at 11:30a.m by Chairman Arbuckle.

**Next Scheduled Meetings:**

June 2, 2014  
August 4, 2014  
October 6, 2014  
December 1, 2014

Respectfully submitted,

*Danielle Rubalcaba*  
Licensing Board Specialist  
Office of Professional Regulation