

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

**UnApproved Minutes**

**February 1, 2016**

**Members present:** Jennifer Arbuckle, Chair; Keith Robinson, Secretary; Beth Chenette, Liz Merrill and Matthew Lutz.

**Staff present:** Danielle Rubalcaba, Licensing Board Specialist and Gabe Gilman, General Counsel.

**Guest:** Harry Falconer and Derek Haese from NCARB

1. 10:04 a.m. Called to order by the chair.
2. **Approval of the Minutes of the December 8, 2015 meeting.** K. Robinson made a motion to accept the minutes of the December 8, 2015 meeting. L. Merrill seconded the motion. Motion passed unanimously.
3. **Case Manager Report**  
  
Ms. Rubalcaba informed the Board they currently have three (3) cases. One (1) case is pending a hearing today, one (1) case pending and I-Team, and one (1) case is pending charges.
4. **Hearings/Stipulations/Concluded Investigations:**  
  
2014-8 A motion was made by M. Lutz to approve this stipulation and consent order as is. Motion seconded by L. Merrill. I. Nichols recused herself. Motion carried unanimously.
5. **Licensing – Review the following applications for licensure**  
  
K. Robinson made a motion to approve the following applicants for licensure. M. Lutz seconded the motion. Motion passed unanimously.

Thomas Chalmers, NCARB  
Stayton Wood, Endorsement  
Lawrence Tuttle, NCARB  
Devin Bushey, Completed A.R.E.  
Sake Reindersma, NCARB  
Taryn Barrett, Completed A.R.E.  
Damian Bieker, NCARB

The Board reviewed and approved the following applicant to sit for the A.R.E. based upon successfully meeting the Vermont requirements. Motion made by I. Nichols. Motion seconded by M. Lutz. Motion passed unanimously.

Laura Bailey  
Nicholas Skwira  
Sara Mallio

**6. Discussion Items:**

Kristen L'Esperance – Applying to sit for the examination. She does not enough experience hours at this time. She is short approximately two years.

Guests Harry Falconer and Derek Haese presented some upcoming changes to the programs at NCARB.

**7. Adjourn.** There being no further business to attend to J. Arbuckle adjourned the meeting at 12:10 pm.

**Upcoming Meetings:**

April 4, 2016

June 6, 2016

August 1, 2016

October 3, 2016

December 5, 2016