



# NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE

**BOARD MEETING**  
**May 13, 2014**

**Voting Members in Attendance:**

Cary Baird, President of the Board  
Sandra Antunez  
Dan Hill  
Dale Doerr  
Ryan Hansen

**Non-Voting Attendees:**

Helen Wright  
Ellis Antunez

**Members of the Public:**

Carolyn Hoffman

The agenda for this meeting was posted on May 6, 2014 prior to 9:00 AM in accordance with Nevada Revised Statute 241 in the following locations:

The Office of Hill, Clark and Associates Landscape Architects  
Stantec Consulting, Las Vegas and Reno  
The Office of the Nevada State Board of Landscape Architecture  
The Office of LA Studio, LLC  
Lumos and Associates  
Nevada State Board of Landscape Architecture Web site

Minutes Transcribed by Helen Wright, Executive Director of the Board

Agenda Item	Discussion	Follow-Up
<b>1. Call to Order</b>		
a. Introductions of all Present b. Establish Quorum c. Approval of Agenda	The May 13, 2014 Nevada State Board of Landscape Architecture Board Meeting was called to order by the President of the Board, Cary Baird at 10:00 AM. It is noted that the number of voting members present represented a quorum. All attendees introduced themselves. The agenda was approved as presented. The meeting was recessed for a quarter-hour break; there were no other interruptions during the meeting.	Closed.
<b>2. Public Comment Period</b>		
	a. Carolyn Hoffman introduced herself as a member of the public. b. Ellis Antunez read a letter from Ron Blakemore regarding the FY15 renewal process. As this item was not included on this meeting's agenda, it will be added to the next meeting agenda for review and discussion.	Place this item on the next meeting agenda for review and discussion.
<b>3. Standing Business</b>		
a. Review and Approve Meeting Minutes of January 8, 2014  b. Create Quarterly Newsletter/Web-site Updates and Articles  c. Review and Select Rotating Questions for the Nevada Specific Research Examination	a. The minutes from the January 8, 2014 meeting of the Nevada State Board of Landscape Architecture were reviewed and approved by the Board. The approved minutes will be posted on the Nevada State Board of Landscape Architecture web site.  b. Board Members determined that writing quarterly Newsletter/Web-site Updates and Articles would now become a regular agenda item to be completed during upcoming Board Meetings. There were no articles/updates submitted at this meeting however updates/articles will be written and submitted during the next quarter's meeting and beyond.  c. Board Members selected new questions to be rotated into the Nevada Specific Research Examination. This process will occur during each future meeting of the Board.	Ongoing.
<b>4. Old Business</b>		
a. Discuss Possibility of On-line Payments to Board	Cary Baird reported that he is unable to provide new information to the Board; a report will be presented during the August meeting of the Board.	Ongoing.

<b>5. New Business</b>					
a. Review and Approve FY15 Budget	a. The proposed FY15 Budget was reviewed and approved by members of the Board.			Closed.	
b. Review and Approve FY15 Lease Agreement	b. The FY15 Rental Agreement was reviewed and approved by the Board.				
Agenda Item	Discussion			Follow-Up	
<b>6. Executive Director Report</b>					
a. Financial Update  b. Operations Update  c. Presentation and Approval of Candidates for Registration in the State of Nevada	a. Financial Update: The current bank account balance and accounting records are detailed in the financial reports included with this report. The balance to date is \$78,510.22 for all accounts. In reviewing the Profit & Loss Budget vs. Actual Report, it is apparent that the Board has received over 90.27% of its projected income, and has spent only 78.03% of its projected expenses. All invoices to this date have been paid. \$5000. Was transferred from the savings account to the operations account. This amount should see the Board through the end of the fiscal year.  b. Registration Renewal Update: Registration renewal applications and registration cards were mailed out on May 1, 2014 as planned. Additionally the registration renewal fee was raised to \$200. This language was included with the 2-page mailing: <i>The Board made every effort to reduce expenses with a decreased budget since 2011 when Registration Fees were reduced by \$50. The Board expected that the gesture would be appreciated by all Registered Landscape Architects who have struggled with the difficult economic times in Nevada. The time has come to restore the fees; thereby keeping the Board solvent for current and future registrants.</i>  c. Candidates for Registration in the State of Nevada: The following have submitted an application for Registration by Reciprocity. Most are missing one or more items and are in communication with the Landscape Architecture Board Office to complete items.				
931	Hampson	Ian	Registration by Reciprocity CLARB Certified		Exam and Fees
932	London	Amy	Registration by Examination		Complete
933	Moore	Lynn	Registration by Reciprocity CLARB Certified		Exam and Fees
934	Weiser	Chad	Registration by Reciprocity CLARB Certified		Exam and Fees

<b>7. Council of Landscape Architecture Registration Board Report</b>		
a. Make Plans for Annual Meeting Reston, Virginia September 24-27, 2014	Members voted in favor of attending the CLARB Annual Meeting in Reston, VA September 24-27 and instructed the Executive Director to make the arrangements.	Closed.
<b>8. Enforcement</b>		
a. Close Cases b. Open and Close Case	a. Board Members voted in favor of closing cases 13-1, 13-2, 13-3, 13-4, 13-5, 13-6, 13-7, 13-8, 13-9, 13-10, 13-11, 13-12 and 13-13.  b. Board Members voted in favor of opening case 14-01 and closing case 14-01.	Closed.
<b>9. Public Comment Period</b>		
	There was no additional public comment.	Closed.
<b>10. Next Meeting and Adjournment</b>		
	The next meeting is scheduled for August 23, 2014 and will be held in Reno at Lumos and Associates. There being no further business to discuss, the meeting was adjourned at 1:30 PM.	Closed.

Respectfully Submitted By: Helen Wright

Executive Director for the Board, Nevada State Board of Landscape Architecture

Approved By: Cary Baird, President of the Board, Nevada State Board of Landscape Architecture