



# NEVADA STATE BOARD OF LANDSCAPE ARCHITECTURE

**BOARD MEETING**  
**10:00 AM Saturday, May 14, 2016**  
**Northwest Library, Room 109**  
**2325 Robb Drive, Reno, 89523**

**Voting Members in Attendance:**

Dale Doerr, President  
 Ryan Hansen, Secretary  
 Melinda Gustin, Public Member  
 Arrived at 10:22AM:  
 Stan Southwick, CLARB Rep  
 Amie Wojtech, Communications

**Non-Voting Attendees:**

Kreg Mebust, TMCC Instructor  
 Sandy Antunez  
 Helen Wright, Executive Director  
 Hena Rasul, Deputy Attorney General  
 Ellis L. Antunez, Deputy Executive Director

The agenda for this meeting was posted on Date in accordance with Nevada Revised Statute 241 in the following locations:

- Northwest Reno Library, 2325 Robb Drive, Reno, NV 89523
- Truckee Meadows Community College, 7000 Dandini Blvd. Reno, NV 89512
- University of Nevada, School of Architecture, 4505 S. Maryland Pkwy. Las Vegas, NV 89154
- City of Henderson, 240 Water Street, Henderson, NV 89015
- Nevada Department of Transportation, 1263 South Stewart Street, Carson City, NV 89712
- Nevada State Board of Landscape Architecture Web-site

Minutes Transcribed by name, Ellis L. Antuñez, Deputy Executive Director of the Board

Agenda Item	Discussion	Follow-Up
<b>1. Call to Order</b>		
a. Introductions of all Present and Consent to be Recorded b. Establish Quorum c. Approval of Agenda	10:12AM the meeting was called to order by President Dale Doerr. A quorum was established with 3 board members in attendance. At 10:22AM the board was at 5 members. Approval of the Agenda was motioned by Melinda Gustin, Seconded by Ryan Hansen. Passed	
<b>2. Public Comment</b>		
There was no public comment		
<b>3. Approval of Last Meeting Minutes</b>		
	The meeting of the February 20, 2016 meeting were motioned to be approved by Melinda Gustin and Second by Ryan Hansen. Passed	
<b>4. Old Business</b>		
	4.A. Was heard in the afternoon. Dale Doerr presented ideas as a start to develop a Strategic Plan. He will send a written copy to Ellis Antuñez, to disseminate among the board members. This item will be put on the August meeting agenda with time set aside to discuss this and develop a strategic plan.	

	<p>4.B. Development of a Facebook page was discussed. It was discussed to have the Executive Director look at what other states and boards were doing with that before a decision is made to develop one. It was noted that CLARB is pushing this as a way of getting information out about licensure and the boards. Also, note that this would only be a one-way presentation and would be maintained by the Executive Director.</p> <p>4.C. Dale Doerr made a presentation on Continuing Education (CE) and what has been found out through previous investigations by board members speaking to other states that have CE requirements. Ms. Henna Rasul, stated that if the board is to require CE then there is a process to follow, including workshops to inform the licensees of the requirements and get their feedback. The board has the ability to require CE's as per NRS 623A. The development of the program may take 2 years going through the process and adding this to the NAC 623A.</p> <p>Ellis Antuñez will send the Landscape Architecture Continuing Education System (LACES) guidelines to Dale for review and a place to start with types of classes and seminars available.</p>	
<b>5. Executive Director Report</b>		
<p>a. Financial Operations Update</p>	<p>Ellis Antunez, Reviewed the Fy2015-16 financial report: as of May 11 the following accounts</p> <p>Checking/Savings/CD</p> <p>CD 5219 - B of A      33,139.60</p> <p>Checking 4998 - B of A   9,148.49</p> <p>Petty Cash      285.42</p> <p>Savings 8524 - B of A   37,117.05</p> <p>Total Checking/Savings 79,690.56</p> <p>Current Budget for FY 2015-16 was discussed, see attachment A. Proposed Budget for FY 2016-17 was presented and discussed, see attachment B.</p> <p>The proposed budget for FY 2016-17 was motioned to be approved by Stan Southwick, second by Amie Wojtech. Motion Passed</p> <p>For Information, purchased new computer, upgraded existing software; Quickbooks and Adobe Acrobat Pro. The computer Helen Wright was using is about 10 years old, needed an upgrade to continue.</p>	
<p>b. Customer Service Update</p>	<p>Continue using Grasshopper Phone Service, the board number rings to my cell phone. I try to answer phone and email messages within one business day.</p> <p>Renewals went out on April 26, 2016 to all current licensees. Those that return due to address change, contact registrant to get correct address.</p>	
<p>c. Review Number of Registered Landscape Architects in Nevada</p>	<p>379 as of May 13, 2016</p> <p>0 inactive</p>	
<p>d. Review of Bill Draft for Board Liability Protection</p>	<p>Item was pulled. Ms. Rasul did mention that there are possibly a couple of legislators that are looking to sponsor a bill for this.</p>	

Agenda Item	Discussion	Follow-Up
<b>5. Executive Director Report (cont.)</b>		
e. Review and Discuss changes to NSBLA Website	The board members where asked if they have checked out the boards website lately. There have been changes due to forms, change of address. There are still changes to be made and reworked.	
f. New Mailing Address	The new address is P.O. Box 34143, Reno, NV 89533	
<b>6. New Business</b>		
<p>A. Presentation and possible discussion of the Retiring Executive Director, Helen Wright.</p> <p>B. Discussion and action on the Hiring and Salary of New Executive Director, Ellis Antuñez</p> <p>C. Discussion and possible action concerning supporting the Landscape Architecture program and degree at Truckee Meadows Community College.</p> <p>D. Review and discussion of board Enforcement Investigation Officers.</p> <p>E. Discussion, ideas, what has transpired in the search and</p>	<p>A presentation of thank you was presented to Helen Wright, Executive Director. As this will be her official last meeting with the board. It was stated that she started 13 year ago and has brought the board through many changes. Her presence will always be felt going forward. Gifts were presented and a round of appreciation was given.</p> <p>B. The current salary of \$2500 per month was discussed. If this monthly salary was continued it would be \$30,000 per year. Ryan Hansen moved to continue Mr. Antunez’s salary at that rate, seconded by Stan Southwick. Motion Passed</p> <p>C. A presentation by Mr. Kreg Mebust about the new Landscape Architecture program emphasis at Truckee Meadows Community College (TMCC) was made. Mr. Mebust explained the workings of the colleges review of the program and requested that this board provide an assessment of the changes, how it may work within the Statutes and Regulations governing the board and provide feedback at the next meeting. Providing students with a possibility of gaining a “Landscape-In-Training” (LAIT) designation. With expressed thought of having the board write a letter in support of the program. Mr. Mebust will send information the Ellis Antunez, to deceminate to the board members concerning the program. Comments to be sent back to Ellis by July 15 to be sent to Mr. Mebust. Motion by Ryan Hansen, Second Stan Southwick; The board develop a letter of support for a named degree in Landscape Architecture with the LAIT being made available to students that graduate from TMCC. Motion Passed</p> <p>D. The review of the number of Enforcement Investigation Officers listed on the stationery was discussed. This coincided with a discussion of the number of enforcement cases the board has had in the recent past. A discussion concerning other boards and their enforcement officers. Also the cost of risk management insurance and any other costs related to using the enforcement officers. A motion was made to remove the list of enforcement officers from the stationery and utilize the list as volunteers to investigate any enforcement issues; motion by Ryan Hansen, second by Stan Southwick.</p> <p>E. Discussion of looking for an office in an Executive Suite type building followed. Motion authorizing Ellis Antuñez to search for an</p>	

<p>possible action on finding and renting an office.</p>	<p>office and negotiate a space for a one year contract with a range of \$3600 to \$4200. Motion by Melinda Gustin, second by Ryan Hansen. Motion Passed.</p>	
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**6. Council of Landscape Architecture Registration Board Report**

<p>A. Review and Discussion of matters pertaining to the Council of Landscape Architectural Registration Boards.</p>	<p>A. Stan Southwick reviewed the dates of the Annual CLARB meeting. This year's meeting to be held in Philadelphia, PA, September 22-25, 2016. A discussion about attendance followed, Dale Doerr stressed how important it is to have people attend the meeting and rotating the position of CLARB representative. Due to money budgeting this year the CLARB representative and the Executive Director attend the meeting. They will bring back reports on the information gathered at the meeting.</p>	
<p>B. Update of Legislation item that CLARB and ASLA are watching both National and Local level.</p>	<p>B. A discussion of the recent developments that CLARB and ASLA are watching in legislatures, specifically North Carolina and Arizona. Another item of concern from CLARB is the retention of board members that some states are having. This will be discussed at the annual meeting. CLARB has developed webinars "In-The-Know" covering various aspects of board management, technology and planning, they are a monthly or twice monthly series.</p>	

**8. Approval of the following people for licensure**

The following people have applied for licensure in the State of Nevada:

License Number	Name	Motion to Grant Licensure/Second	
958	Tom Balsley	R. Hansen/A.Wojtech	Pass
959	Dawn Donovan	R.Hansen/M.Gustin	Pass
960	Brady Halverson	M.Gustin/A.Wojtech	Pass
961	Shane Hanneman	R.Hansen/S.Southwick	Pass
962	Seth Johnson	A.Wojtech/R.Hansen	Pass
963	Jim Keller	R.Hansen/S.Southwick	Pass
964	John Wong	A.Wojtech/S.Southwick	Pass
965	Jacob Young	R.Hansen/S.Southwick	Pass

The following person was applying for reinstatement of original license after 2 years in accordance with NRS 623A

Christopher Crawford	A.Wojtech/R.Hansen	Pass
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**9. Enforcement**

<p>a. Review of Current Enforcement Issues</p>	<p>No Current Enforcement Cases</p>	
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**10. Next Meeting, Next Meeting Agenda Items and Adjournment**

	<p>Agenda Items to Add to next meeting:</p> <ul style="list-style-type: none"> <li>a. Strategic Plan</li> <li>b. Board Member Orientation Role of Board Members, Ethics and Open Meeting Law</li> <li>c. Discuss &amp; Approve authority of Executive Director to grant licensure to reciprocity candidates.</li> </ul> <p>August 26, 2016 Location to be determined in the North</p>	
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<b>9. Public Comment Period</b>
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There was no public comment. Closed.
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<b>10. Adjournment</b>
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Meeting was Adjourned at 3:00PM
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Respectfully Submitted By:

Name Ellis L. Antuñez

Deputy Executive Director for the Board

Nevada State Board of Landscape Architecture

Approved By:

Name

President of the Board

Nevada State Board of Landscape Architecture

DRAFT

**Nevada State Board of Landscape Architecture**  
**Profit & Loss Budget vs. Actual**  
 July 2015 through June 2016

Attachment A  
 to May 14, 2016  
 Meeting Minutes

05/11/16

Cash Basis

	Jul '15 - Jun 16	Budget	\$ Over Budget
<b>Income</b>			
<b>001 · Application Fees</b>			
002 · LAIT (\$100)	0.00	0.00	0.00
003 · LARE (\$175)	525.00	525.00	0.00
004 · Reciprocity (\$100)	1,400.00	1,500.00	-100.00
<b>Total 001 · Application Fees</b>	1,925.00	2,025.00	-100.00
<b>010 · Exam Fees</b>			
015 · Nevada Specific Exam (\$75)	1,500.00	1,350.00	150.00
<b>Total 010 · Exam Fees</b>	1,500.00	1,350.00	150.00
020 · Interest Income	2.50	25.00	-22.50
<b>030 · New Registration Fees</b>			
031 · New Certificate Fee (\$25)	450.00	450.00	0.00
032 · New Licensee Fee - LARE (\$200)	800.00	600.00	200.00
033 · New Licensee Fee - Recipr (\$200)	2,775.00	3,000.00	-225.00
034 · New Stamp Fee (\$25)	450.00	450.00	0.00
<b>Total 030 · New Registration Fees</b>	4,475.00	4,500.00	-25.00
<b>040 · Registration Renewal Fees</b>			
045 · Duplicate Renewal License (\$25)	75.00	125.00	-50.00
041 · Reinstatement Fee (\$300)	600.00	1,500.00	-900.00
042 · Renewal Delinquency Fee (\$50)	1,000.00	1,000.00	0.00
043 · Renewal Fee LA (\$200)	71,150.00	71,000.00	150.00
<b>Total 040 · Registration Renewal Fees</b>	72,825.00	73,625.00	-800.00
<b>050 · Other Income</b>			
Returned Check Fees (\$25)	0.00	0.00	0.00
051 · Address Change (\$10)	440.00	450.00	-10.00
053 · Electronic/Replacemt Stamp(\$25)	38.00	75.00	-37.00
054 · Enforcement Revenue	0.00	0.00	0.00
<b>Total 050 · Other Income</b>	478.00	525.00	-47.00
<b>Total Income</b>	81,205.50	82,050.00	-844.50
<b>Gross Profit</b>	81,205.50	82,050.00	-844.50
<b>Expense</b>			
060 · Bank Charges	118.65	120.00	-1.35
<b>070 · Board Expenses</b>			
074 · Board Special Event	3,780.85	3,800.00	-19.15
071 · Board Member Mtg Fee (\$130)	1,820.00	2,470.00	-650.00
072 · Meals - Board Meetings	953.66	1,200.00	-246.34
073 · Travel - Board Meetings	2,550.16	2,600.00	-49.84
070 · Board Expenses - Other	0.00	0.00	0.00
<b>Total 070 · Board Expenses</b>	9,104.67	10,070.00	-965.33
080 · CLARB Affiliation Dues	5,485.00	5,485.00	0.00
<b>090 · CLARB Annual Meeting Expenses</b>			
097 · Lodging	3,017.06	3,017.06	0.00
095 · Meals	370.14	370.14	0.00
091 · Board Member Per Diem (\$130)	1,560.00	1,560.00	0.00
092 · CLARB Representative Expenses	0.00	0.00	0.00
093 · Annual Meeting Registration	3,325.00	3,325.00	0.00
094 · Travel	2,673.06	2,043.09	629.97
<b>Total 090 · CLARB Annual Meeting Expenses</b>	10,945.26	10,315.29	629.97

## Nevada State Board of Landscape Architecture

## Profit &amp; Loss Budget vs. Actual

05/11/16

July 2015 through June 2016

Cash Basis

	Jul '15 - Jun 16	Budget	\$ Over Budget
<b>120 · NCIRC</b>			
121 · Board Member NCIRC Mtg Fee \$130	0.00	0.00	0.00
122 · Miscellaneous - NCIRC	0.00	0.00	0.00
123 · Travel - NCIRC	0.00	0.00	0.00
120 · NCIRC - Other	0.00	0.00	0.00
<b>Total 120 · NCIRC</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>130 · Office Expenses</b>			
131 · Grasshopper Service	337.67	500.00	-162.33
132 · DoIT Email & Web	1,051.15	1,200.00	-148.85
133 · Miscellaneous Office Expense	0.00	0.00	0.00
134 · NSBLA Stamp	470.32	340.00	130.32
135 · Computer Updates & Maint	808.66	1,000.00	-191.34
136 · Office Rent	3,600.00	3,600.00	0.00
137 · Office Supplies	1,172.45	1,200.00	-27.55
138 · Post Office Box Rent	160.00	160.00	0.00
139 · Postage & Delivery	59.05	50.00	9.05
140 · Printing & Reproduction	0.00	200.00	-200.00
141 · Telephone & Fax Line	0.00	0.00	0.00
<b>Total 130 · Office Expenses</b>	<b>7,659.30</b>	<b>8,250.00</b>	<b>-590.70</b>
<b>150 · Payroll Expenses</b>			
151a Deputy Executive Director	0.00	10,000.00	-10,000.00
151 · Enforcement Officer	898.84	1,000.00	-101.16
152 · Executive Director	35,403.37	30,440.00	4,963.37
153 · Executive Director - Bonus	0.00	2,000.00	-2,000.00
154 · Mileage	630.30	600.00	30.30
155 · Nevada Business Tax	0.00	150.00	-150.00
156 · Payroll Penalties & Interest	0.00	150.00	-150.00
157 · Payroll Taxes	3,926.73	5,000.00	-1,073.27
150 · Payroll Expenses - Other	24.20		
<b>Total 150 · Payroll Expenses</b>	<b>40,883.44</b>	<b>49,340.00</b>	<b>-8,456.56</b>
<b>160 · Professional Fees</b>			
169 Attorney Fees Jim Smith	1,168.00	2,000.00	-832.00
161 · Accountant	4,200.00	4,200.00	0.00
162 · Bookkeeping	1,167.50	1,888.91	-721.41
163 · Deputy Attorney General	3,720.55	5,000.00	-1,279.45
164 · Legislative Bill Tracker	0.00	0.00	0.00
165 · Legislative Counsel Bureau	0.00	0.00	0.00
166 · 2017 Legislative Session	0.00	0.00	0.00
167 · Liability Insurance	1,477.11	1,477.11	0.00
168 · Temporary Office Help	0.00	0.00	0.00
<b>Total 160 · Professional Fees</b>	<b>11,733.16</b>	<b>14,566.02</b>	<b>-2,832.86</b>
<b>170 · Registration Renewal Expenses</b>			
172 · Printing/Mailing Renewal Forms	868.59	900.00	-31.41
171 · Mailing Renewal Forms	0.00	250.00	-250.00
<b>Total 170 · Registration Renewal Expenses</b>	<b>868.59</b>	<b>1,150.00</b>	<b>-281.41</b>
<b>Total Expense</b>	<b>86,798.07</b>	<b>99,296.31</b>	<b>-12,498.24</b>
<b>Net Income</b>	<b>-5,592.57</b>	<b>-17,246.31</b>	<b>11,653.74</b>

## Nevada State Board of Landscape Architecture

## Profit &amp; Loss Budget vs. Actual

05/11/16

July 2015 through June 2016

Cash Basis

	<u>% of Budget</u>
<b>Income</b>	
001 · Application Fees	
002 · LAIT (\$100)	0.0%
003 · LARE (\$175)	100.0%
004 · Reciprocity (\$100)	93.3%
<b>Total 001 · Application Fees</b>	<b>95.1%</b>
010 · Exam Fees	
015 · Nevada Specific Exam (\$75)	111.1%
<b>Total 010 · Exam Fees</b>	<b>111.1%</b>
020 · Interest Income	10.0%
030 · New Registration Fees	
031 · New Certificate Fee (\$25)	100.0%
032 · New Licensee Fee - LARE (\$200)	133.3%
033 · New Licensee Fee - Recipr (\$200)	92.5%
034 · New Stamp Fee (\$25)	100.0%
<b>Total 030 · New Registration Fees</b>	<b>99.4%</b>
040 · Registration Renewal Fees	
045 · Duplicate Renewal License (\$25)	60.0%
041 · Reinstatement Fee (\$300)	40.0%
042 · Renewal Delinquency Fee (\$50)	100.0%
043 · Renewal Fee LA (\$200)	100.2%
<b>Total 040 · Registration Renewal Fees</b>	<b>98.9%</b>
050 · Other Income	
Returned Check Fees (\$25)	0.0%
051 · Address Change (\$10)	97.8%
053 · Electronic/Replacemt Stamp(\$25)	50.7%
054 · Enforcement Revenue	0.0%
<b>Total 050 · Other Income</b>	<b>91.0%</b>
<b>Total Income</b>	<b>99.0%</b>
<b>Gross Profit</b>	<b>99.0%</b>
<b>Expense</b>	
060 · Bank Charges	98.9%
070 · Board Expenses	
074 · Board Special Event	99.5%
071 · Board Member Mtg Fee (\$130)	73.7%
072 · Meals - Board Meetings	79.5%
073 · Travel - Board Meetings	98.1%
070 · Board Expenses - Other	0.0%
<b>Total 070 · Board Expenses</b>	<b>90.4%</b>
080 · CLARB Affiliation Dues	100.0%
090 · CLARB Annual Meeting Expenses	
097 · Lodging	100.0%
095 · Meals	100.0%
091 · Board Member Per Diem (\$130)	100.0%
092 · CLARB Representative Expenses	0.0%
093 · Annual Meeting Registration	100.0%
094 · Travel	130.8%
<b>Total 090 · CLARB Annual Meeting Expenses</b>	<b>106.1%</b>



## Nevada State Board of Landscape Architecture

05/11/16

## Profit &amp; Loss Budget vs. Actual

Cash Basis

July 2015 through June 2016

	% of Budget
<b>120 · NCIRC</b>	
121 · Board Member NCIRC Mtg Fee \$130	0.0%
122 · Miscellaneous - NCIRC	0.0%
123 · Travel - NCIRC	0.0%
120 · NCIRC - Other	0.0%
<b>Total 120 · NCIRC</b>	<b>0.0%</b>
<b>130 · Office Expenses</b>	
131 · Grasshopper Service	67.5%
132 · DoIT Email & Web	87.6%
133 · Miscellaneous Office Expense	0.0%
134 · NSBLA Stamp	138.3%
135 · Computer Updates & Maint	80.9%
136 · Office Rent	100.0%
137 · Office Supplies	97.7%
138 · Post Office Box Rent	100.0%
139 · Postage & Delivery	118.1%
140 · Printing & Reproduction	0.0%
141 · Telephone & Fax Line	0.0%
<b>Total 130 · Office Expenses</b>	<b>92.8%</b>
<b>150 · Payroll Expenses</b>	
151a Deputy Executive Director	0.0%
151 · Enforcement Officer	89.9%
152 · Executive Director	116.3%
153 · Executive Director - Bonus	0.0%
154 · Mileage	105.1%
155 · Nevada Business Tax	0.0%
156 · Payroll Penalties & Interest	0.0%
157 · Payroll Taxes	78.5%
150 · Payroll Expenses - Other	0.0%
<b>Total 150 · Payroll Expenses</b>	<b>82.9%</b>
<b>160 · Professional Fees</b>	
169 Attorney Fees Jim Smith	58.4%
161 · Accountant	100.0%
162 · Bookkeeping	61.8%
163 · Deputy Attorney General	74.4%
164 · Legislative Bill Tracker	0.0%
165 · Legislative Counsel Bureau	0.0%
166 · 2017 Legislative Session	0.0%
167 · Liability Insurance	100.0%
168 · Temporary Office Help	0.0%
<b>Total 160 · Professional Fees</b>	<b>80.6%</b>
<b>170 · Registration Renewal Expenses</b>	
172 · Printing/Mailing Renewal Forms	96.5%
171 · Mailing Renewal Forms	0.0%
<b>Total 170 · Registration Renewal Expenses</b>	<b>75.5%</b>
<b>Total Expense</b>	<b>87.4%</b>
<b>Net Income</b>	<b>32.4%</b>

**Nevada State Board of Landscape Architecture**  
**Profit Loss Budget vs. Actual**  
 July 2016 through June 2017  
 Projected Budget

	<u>Jul '16 - Jun 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
<b>001 - Application Fees</b>			
002 - LAIT (\$100)	0.00	0.00	0.00
003 - LARE (\$175)		525.00	0.00
004 - Reciprocity (\$100)		1,400.00	0.00
<b>Total 001 - Application Fees</b>	<u>0.00</u>	<u>1,925.00</u>	
<b>010 - Exam Fees</b>			
015 - Nevada Specific Exam (\$75)		1,275.00	0.00
<b>Total 010 - Exam Fees</b>	<u>0.00</u>	<u>1,275.00</u>	0.00
<b>020 - Interest Income</b>	0.00	25.00	0.00
<b>030 - New Registration Fees</b>			
031 - New Certificate Fee (\$25)	0.00	425.00	0.00
032 - New Licensee Fee - LARE (\$200)	0.00	600.00	0.00
033 - New Licensee Fee - Recipr (\$200)	0.00	2,800.00	0.00
034 - New Stamp Fee (\$25)	0.00	425.00	0.00
<b>Total 030 - New Registration Fees</b>	<u>0.00</u>	<u>4,250.00</u>	0.00
<b>040 - Registration Renewal Fees</b>			
045 - Duplicate Renewal License (\$25)	0.00	125.00	0.00
041 - Reinstatement Fee (\$300)	0.00	1,200.00	0.00
042 - Renewal Delinquency Fee (\$50)	0.00	1,000.00	0.00
043 - Renewal Fee LA (\$200)	0.00	71,000.00	0.00
046 Emeritus Status (\$25)		50.00	
<b>Total 040 - Registration Renewal Fees</b>	<u>0.00</u>	<u>73,375.00</u>	0.00
<b>050 - Other Income</b>			
Returned Check Fees (\$25)	0.00	0.00	0.00
051 - Address Change (\$10)	0.00	400.00	0.00
053 - Electronic/Replacemt Stamp(\$25)	0.00	75.00	0.00
054 - Enforcement Revenue	0.00	0.00	0.00
<b>Total 050 - Other Income</b>	<u>0.00</u>	<u>475.00</u>	0.00
<b>Total Income</b>	<u>0.00</u>	<u>81,325.00</u>	0.00
<b>Gross Profit</b>	0.00	81,325.00	0.00

**Nevada State Board of Landscape Architecture**  
**Profit Loss Budget vs. Actual**  
 July 2016 through June 2017  
 Projected Budget

	<u>Jul '16 - Jun 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Expense</b>			
060 - Bank Charges	0.00	120.00	0.00
070 - Board Expenses			
074 - Board Special Event	0.00	100.00	0.00
071 - Board Member Mtg Fee (\$130)	0.00	2,470.00	0.00
072 - Meals - Board Meetings	0.00	1,200.00	0.00
073 - Travel - Board Meetings	0.00	3,000.00	0.00
070 - Board Expenses - Other	0.00	0.00	0.00
<b>Total 070 - Board Expenses</b>	<b>0.00</b>	<b>6,770.00</b>	<b>0.00</b>
080 - CLARB Affiliation Dues	0.00	5,485.00	0.00
090 - CLARB Annual Meeting Expenses			
097 - Lodging	0.00	2,760.00	0.00
095 - Meals	0.00	370.14	0.00
091 - Board Member Per Diem (\$130)	0.00	520.00	0.00
092 - CLARB Representative Expenses	0.00	0.00	0.00
093 - Annual Meeting Registration	0.00	1,110.00	0.00
094 - Travel	0.00	2,043.09	0.00
<b>Total 090 - CLARB Annual Meeting Expenses</b>	<b>0.00</b>	<b>6,803.23</b>	<b>0.00</b>
120 - NCIRC			
121 - Board Member NCIRC Mtg Fee \$130	0.00	0.00	0.00
122 - Miscellaneous - NCIRC	0.00	0.00	0.00
123 - Travel - NCIRC	0.00	0.00	0.00
120 - NCIRC - Other	0.00	0.00	0.00
<b>Total 120 - NCIRC</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
130 - Office Expenses			
131 - Grasshopper Service	0.00	500.00	0.00
132 - DoIT Email & Web	0.00	1,200.00	0.00
133 - Miscellaneous Office Expense	0.00	0.00	0.00
134 - NSBLA Stamp	0.00	340.00	0.00
135 - Computer Updates & Maint	0.00	1,000.00	0.00
136 - Office Rent	0.00	3,600.00	0.00
137 - Office Supplies	0.00	1,200.00	0.00
138 - Post Office Box Rent	0.00	160.00	0.00
139 - Postage & Delivery	0.00	50.00	0.00
140 - Printing & Reproduction	0.00	1,000.00	0.00
141 - Telephone & Fax Line	0.00	0.00	0.00
<b>Total 130 - Office Expenses</b>	<b>0.00</b>	<b>9,050.00</b>	<b>0.00</b>

## Nevada State Board of Landscape Architecture Profit Loss Budget vs. Actual

July 2016 through June 2017  
 Projected Budget

	Jul '16 - Jun 17	Budget	\$ Over Budget
<b>150 - Payroll Expenses</b>			
151 - Enforcement Officer	0.00	1,000.00	0.00
152 - Executive Director	0.00	30,000.00	0.00
153 - Executive Director - Bonus	0.00	2,000.00	0.00
154 - Mileage	0.00	600.00	0.00
155 - Nevada Business Tax	0.00	150.00	0.00
156 - Payroll Penalties & Interest	0.00	150.00	0.00
157 - Payroll Taxes	0.00	5,000.00	0.00
150 - Payroll Expenses - Other	0.00	30.00	0.00
<b>Total 150 - Payroll Expenses</b>	0.00	38,930.00	0.00
<b>160 - Professional Fees</b>			
169 Attorney Fees Jim Smith	0.00	2,000.00	0.00
161 - Accountant	0.00	4,200.00	0.00
162 - Bookkeeping	0.00	1,900.00	0.00
163 - Deputy Attorney General	0.00	5,000.00	0.00
164 - Legislative Bill Tracker	0.00	0.00	0.00
165 - Legislative Counsel Bureau	0.00	0.00	0.00
166 - 2017 Legislative Session	0.00	0.00	0.00
167 - Liability Insurance	0.00	1,500.00	0.00
168 - Temporary Office Help	0.00	0.00	0.00
<b>Total 160 - Professional Fees</b>	0.00	14,600.00	0.00
<b>170 - Registration Renewal Expenses</b>			
172 - Printing/Mailing Renewal Forms	0.00	900.00	0.00
171 - Mailing Renewal Forms	0.00	250.00	0.00
<b>Total 170 - Registration Renewal Expenses</b>	0.00	1,150.00	0.00
<b>Total Expense</b>	0.00	82,908.23	0.00
	<b>0.00</b>	<b>-1,583.23</b>	<b>0.00</b>

Net Income