

IDAHO BOARD OF LANDSCAPE ARCHITECTS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 7/23/2012

BOARD MEMBERS PRESENT: William A. Ogram, IV - Chair
William J. Dial

BOARD MEMBERS ABSENT: James A. Thomas

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Maria Brown, Technical Records Specialist

OTHERS PRESENT: Jon F. Breckon, ASLA

The meeting was called to order at 10:06 AM MDT by William A. Ogram, IV.

APPROVAL OF MINUTES

The Board reviewed the 1/23/2012, 2/10/2012, and 4/16/2012 minutes. It was moved by Mr. Dial to approve the 1/23/2012, 2/10/2012, and 4/16/2012 minutes as written. Seconded by Mr. Ogram, motion carried.

FINANCIAL REPORT

Ms. Hall presented the financial report, which indicates a cash balance of \$44,055.82 as of 6/30/2012.

CONTRACT RENEWAL

Ms. Hall presented the contract renewal for FY 2013. She explained that the Board's budget was increased due to the onetime expense for the new licensing system. It was moved by Mr. Dial to approve the FY 2013 contract renewal and authorize the Board Chair to sign on behalf of the Board. Seconded by Mr. Ogram, motion carried.

OLD BUSINESS

TO DO LIST

The Board reviewed the to do list. No action was taken.

NEW BUSINESS

RENEWAL INSERT

The Board discussed the renewal insert that it has been sending to all licensees with renewal notices for the last two years and whether or not it is necessary to continue sending it. It was moved by Mr. Dial that the Chair review the current insert and direct the Bureau to continue sending it for one more year, and to send all the licensees a postcard with a link to the Board's website where they will find a DWG, JPG, and PDF file of the seal for licensees to download and use. The Bureau is to work with the Chair on this issue and bring any changes back to the Board if necessary. Seconded by Mr. Ogram, motion carried.

CORRESPONDENCE

COUNCIL OF LANDSCAPE ARCHITECTURAL REGISTRATION BOARDS

The Board reviewed the correspondence from the Council of Landscape Architectural Registration Boards (CLARB) and stated that it is not necessary for staff to forward CLARB correspondence to each Board member, or to add it to the agenda, since each Board member already receives the e-mails directly from CLARB.

The Board discussed the upcoming CLARB annual meeting. At its next meeting, the Board will discuss a process for approving a Board member to attend the CLARB annual meeting, to ensure time to register and make hotel reservations, during its next Board meeting.

EXECUTIVE SESSION

A motion was made by Mr. Ogram, that the Board go into executive session under Idaho Code § 67-2345(1) (d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the executive session was to consider license application materials. Seconded by Mr. Dial. The vote was: Mr. Dial, aye; and Mr. Ogram, aye. Motion carried.

It was moved by Mr. Dial that the Board enter regular session. Seconded by Mr. Ogram. The vote was: Mr. Dial, aye; and Mr. Ogram, aye. Motion carried.

APPLICATIONS

It was moved by Mr. Dial to approve the following applicant for licensure by endorsement:

TERRANCE KELSEY RECKORD LA-16742

Seconded by Mr. Ogram, motion carried.

It was moved by Mr. Dial to approve the following applicant for licensure by examination:

WILLET CHRISTOPHER HOWARD LA-16733

Seconded by Mr. Ogram, motion carried.

AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

A motion was made by Mr. Ogram, that the Board amend the agenda to include American Society of Landscape Architects (ASLA) report from Mr. Jon F. Breckon based on an error, it was not included on the agenda. Seconded by Mr. Dial. The vote was: Mr. Dial, aye; and Mr. Ogram, aye. Motion carried.

Mr. Breckon gave the ASLA report. ASLA is looking for an executive director for the chapter. ASLA also has a position available for a secretary. The Board thanked Mr. Breckon for the report.

The Board asked that all future agendas include the item American Society of Landscape Architects report.

NEXT MEETING 9/24/2012

ADJOURNMENT

It was moved by Mr. Dial that the meeting adjourn at 11:34AM MDT. Seconded by Mr. Ogram, motion carried.