

**ARCHITECTS, CERTIFIED INTERIOR DESIGNERS and  
LANDSCAPE ARCHITECTS SECTION MEETING**

**MINUTES**

The Architect, Certified Interior Designer and Landscape Architect Sections of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on December 13, 2016, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Robert A. Boynton (Arch)  
Corey Clayborne (Arch)  
Cabell Crowther (LA)  
Andrew Scherzer (LA)  
Christine Snetter (Arch)  
Cameron Stiles (CID)  
Caroline Alexander (CID)

Board staff present for all or part of the meeting was:

Kathleen R. (Kate) Nosbisch, Executive Director  
Bonnie Davis, Administrative Assistant

No representative was present from the Office of the Attorney General.

Ms. Stiles, Chair, called the meeting to order at 11:39 a.m.

**Call to Order**

Ms. Nosbisch welcomed and introduced Thom Banks, Executive Director of Council for Interior Design Qualification (CIDQ).

**Welcome Thom  
Banks**

Mr. Crowther moved to approve the agenda. Mr. Boynton seconded the motion which was unanimously approved by members: Boynton, Clayborne, Crowther, Scherzer, Snetter, Stiles and Alexander.

**Approval of Agenda**

There was no public comment.

**Public Comment**

Ms. Stiles reported that the 2017 CIDQ Annual meeting will be in Alexandria Virginia. Ms. Stiles attended the 2016 Annual meeting in November; and gave a brief report to the Board regarding board makeup, focus on new regulants and schools, and receptions for new certificate holders as a group; and students presenting to boards. She spoke on the legislation landscape. She noted that 50% of the United States is regulated in some way; the differences are vast. She noted that other interior design organizations had presentations.

**Certified Interior  
Designer Section  
Update**

Mr. Banks reported that CIDQ has revised their bylaws. Reasons for these

**CIDQ Update**

revisions include changing council to assembly of delegates; change in responsibilities and decision making, who could run for office, and composition of the board. This restructuring allows for a bigger pool. Ms. Alexander moved to approve the CIDQ bylaws as presented. Mr. Boynton seconded the motion which was unanimously approved by members: Boynton, Clayborne, Crowther, Scherzer, Snetter, Stiles and Alexander.

Ms. Stiles presented the Fall 2016 QConnection which has been revamped and reinstated.

Ms. Stiles noted that the 2017 Board of Directors was approved at the Council meeting.

Ms. Nosbisch stated that she is committed to seeking approval for the Certified Interior Designer Board members and herself to attend the CIDQ annual meeting in November, as it is in Alexandria, Virginia. She offered assistance to Mr. Banks as necessary for the annual meeting.

Ms. Nosbisch noted that the CLARB meeting dates are for 2017-2020.

**Landscape Architect  
Section Update**

It was noted that the NCARB L.A.R.E. updates will go into effect in April 2017.

Discussion took place of ideas for 2017: newsletter with possible continuing education credit; ceremony for new licensees in conjunction of Board meeting; congratulatory notes to new regulants. Ms. Nosbisch stated that the issue will be revisited at the next meeting.

Mr. Scherzer attended the CLARB Annual meeting in September; he stated the meeting focused on ethics. He noted that some boards provide information on professional standards and conduct when the applicants receive their license. He stated that some states are providing newsletters with the ability to obtain continuing education credits.

**CLARB Update**

Ms. Nosbisch stated that Missy Sutton from CLARB will be attending our Board and Section meetings in March.

Ms. Nosbisch reported that she and Mr. Boynton provided an informal presentation at the AIA Board of Directors meeting on October 14, 2016. While at this meeting, 2016 AIA President Nick Vlattas awarded Mr. Boynton the Presidential Citation. The Board members congratulated Mr. Boynton.

**Architect Section  
Update**

Corey Clayborne was presented the Award for Distinguished Achievement at the Visions for Architecture Gala on November 4<sup>th</sup>. The Board members congratulated Mr. Clayborne.

Ms. Nosbisch noted that the new ARE started November 1<sup>st</sup>.

**NCARB Update**

Mr. Boynton presented information on the Freedom by Design program that is being offered by NCARB where students and board members partner to offer assistance or mentorship at the local AIAS Chapter. Students who participate can use their experience to satisfy requirements for Architectural Experience Program (AXP). At this time, architectural students at University of Virginia have expressed interest. AIAS Chapter is looking for interested board members.

Ms. Nosbisch reported that NCARB is requesting a call for issues from the various professions. She stated that in January, NCARB, NCEES, CLARB and CIDQ, as an observer, will be meeting to collaborate any issues involving the professions. Ms. Nosbisch asked Board members to provide her with any concerns or issues they want the collective group of organizations to discuss. Mr. Banks noted he will be attending the meeting.

Ms. Nosbisch stated that each Section of the Board will have a Regulatory Review meeting to review their section of the regulations as well as shared sections. Landscape Architects will meet on January 11, 2017 at 11:30a.m. On February 6, 2017, Certified Interior Designers will meet at 9 a.m. – 11 a.m.; Architects will meet 11 a.m. to 1 p.m.

**Regulatory Review**

There was no other business.

**Other Business**

Conflict of Interest forms were completed by all members present.

**Conflict of Interest  
Forms**

There being no further business, the meeting was adjourned at 12:31 p.m.

**Adjourn**

  
Cameron Stiles, Chair

  
Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Robert A. Boynton
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 13, 2016

5. I have a personal interest in the following transaction:

N/A

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Nature of Personal Interest Affected by Transaction:

N/A

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

ARCHITECTURE

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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Robert A. Boynton  
Signature

12.13.2016  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Corey Clayborne  
2. Title: Board Member  
3. Agency: Architects Section/APELSCIDLA Board  
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 13, 2016

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_  
\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting

Signature

*Corey Clayborne*

Date

*12/13/2016*

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: A. Cabell Crowther
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 13, 2016

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:


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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

12.13.16  
\_\_\_\_\_  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Andrew M. Scherzer
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 13, 2016

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_  
\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

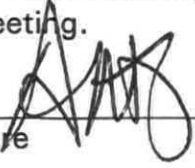
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Signature



Date

12/13/16

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Christine Snetter  
2. Title: Board Member  
3. Agency: Architects Section/APELSCIDLA Board  
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 13, 2016

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

C. Snetter  
Signature

12/13/16  
Date



**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Cameron Stiles
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 13, 2016

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

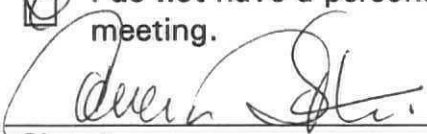
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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

12/13/16  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Caroline Alexander
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 13, 2016

5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Signature

*Caroline Alexander*

Date

*12/13/16*