

OPEN MINUTES
**Missouri Board for Architects, Professional Engineers,
Professional Land Surveyors and Landscape Architects**

Kansas Meeting Room
University Plaza Hotel and Convention Center
333 South John Q. Hammons Parkway
Springfield, Missouri
Tuesday, November 8, 2011

The Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Landscape Architects was called to order at 8:00 a.m. on Tuesday, November 8, 2011 in the Kansas meeting Room at the University Plaza Hotel and Convention Center located at 333 John Q. Hammons Parkway, Springfield, Missouri. The Board met in both open and closed sessions during the meeting as reflected in the minutes. Ms. Kempker declared the meeting open for business.

Members Present

Kenneth Frashier, Chair of the Architectural Division
James C. "JC" Rearden, Member of the Architectural Division
Royce Fugate, Chair of the Professional Engineering Division
Kevin Skibiski, Member of the Professional Engineering Division
Abiodun "Abe" Adewale, Member of the Professional Engineering Division
Mike Freeman, Chair of the Professional Land Surveying Division
Dan Govero, Member of the Professional Land Surveying Division
Mike Flowers, Member of the Professional Land Surveying Division
Bob Hartnett, Chair of the Landscape Architectural Division
Jerany Jackson, Member of the Landscape Architectural Division

Member Absent

Kathy Achelpohl, Member of the Architectural Division

Others Present

Judy Kempker, Executive Director
Sandra Robinson, Executive Assistant
Kevin Oligschlaeger, Board Investigator
Jane Coffman, Board Staff
Curtis Thompson, General Counsel
Edwin Frownfelter, Assistant Attorney General

To better track the order in which items were taken up on the agenda, each item in the minutes will be listed in the order it was discussed in the meeting.

Selection of Individual to Conduct Meeting

Since the Board currently does not have a Board Chair, Ms. Kempker called the meeting to order and asked for nominations of an individual to conduct the remaining business of the meeting. The Members of the Board discussed the selection of an individual to conduct the business of the meeting. Upon discussion, Mr. Govero nominated Mr. Robert Hartnett to conduct the remaining business of the meeting. Ms. Jackson seconded the nomination and it unanimously carried. Ms. Kempker then turned the meeting over to Mr. Hartnett.

Mr. Hartnett then introduced and welcomed Mr. Kevin Oligschlaeger to the Board as the newest member of the Board's staff. Mr. Oligschlaeger filled the position of Board Investigator, which was vacated by Mr. Shawn Hagerty.

Approval of Minutes

A motion was made by Mr. Skibiski to approve the August 8 and 9, 2011 Open Board meeting minutes as submitted. The motion was seconded by Mr. Govero and unanimously carried.

Update from Strategic Planning Committee

Mr. Hartnett advised the Board Members that the Strategic Planning Committee had no new items to report. However, the Committee will continue to monitor the following objectives: 1) "Follow-up to Department Director and Governor's Office on the need to expedite the appointment of a Chair in 2010 (preferably with Board experience) as well as vacant and expired terms." The objective of this goal was to prepare summary and set preliminary meeting with Department Director. Mr. Hartnett reported that he had made a phone call to Professional Registration Division Director Jane Rackers on July 20, 2011. 2) "More consistency among professions when discussing complaints – may require additional time to hold joint meetings for collaboration purposes." Mr. Hartnett reported that this objective was completed by a report from the Ad-hoc Committee for Consistency on discipline, which will be presented later in the day. Mr. Hartnett stated that the remaining goals and/or objectives are pending the appointment of a new Board Chair or are ongoing.

Update regarding work of Professional Design Alliance Subcommittee on defining the practice of architecture and engineering as well as incidental practice

Mr. Skibiski provided the Board with an update regarding work of the Professional Design Alliance Subcommittee on defining the practice of architecture and engineering as well as incidental practice. Mr. Rearden stated that current AIA-MO is reviewing the issues and will be providing a response on their findings to the Design Alliance. The Board felt that the practice of architecture and engineering is not easily defined and that the committee was trying make the definitions simple so that the public can understand when an architect and/or an engineer is needed on a project. Mr. Skibiski stated the subcommittee was taking its time with this charge so that it would not overlook any details.

Update from Dan Govero regarding possible revisions to Section 327.312 Land Surveyor-in-Training applicant for examination and enrollment, qualifications—certificate issued when; and, Board Rule 20 CSR 2030-14.040 Definition of Twelve Semester Hours of Approved Surveying Course Work as Used in Section 327.312.1(3)

Mr. Govero provided an update regarding the possible revisions to Section 327.312 Land Surveyor-in-Training applicant for examination and enrollment, qualification-certificate issued when; and, Board Rule 20 CSR 2030-14.040 Definition of Twelve Semester Hours of Approved Survey Course Work as Used in Section 327.312.1(3), RSMo. Mr. Govero advised that the Education Committee of the Missouri Society of Professional Surveyors (MSPS) presented the Board's recommended changes to the MSPS Legislative Committee and are now waiting on MSPS to provide directions. Mr. Govero stated that he would provide the Board with an update when more information becomes available.

Email inquiry from Paul Woodward regarding fire sprinkler design and Board Rule 20 CSR 2030-21.010

The Board discussed an email inquiry from Mr. Paul Woodward, not licensed, regarding fire sprinkler design and Board Rule 20 CSR 2030-21.010. Upon discussion, Mr. Fugate made a motion directing Ms. Kempker to send an email response to Mr. Woodard advising all licensees (whether a corporation, LLC, or an individual) must follow and comply with the Code of State Regulations and Chapter 327, RSMo. Board Rule 20 CSR 2030-21.010 specifically states: "The design engineer seals the construction documents that specify the design and criteria for the fire suppression system, including sprinklers, fire alarms, and other suppression systems." The Board noted that Mr. Woodward had been in touch with an attorney who has apparently implied that the new company he recently formed is in violation of the aforementioned rule. Ms. Kempker is to advise Mr.

Woodward that the Board is not empowered to render official legal opinions and therefore cannot give legal advice regarding statutory interpretation to private parties, groups or organizations. The Board further advised Mr. Woodward that persons seeking legal advice or who have questions regarding Missouri law should consult with their own attorney. The motion was seconded by Mr. Freeman and unanimously carried.

Discuss proposed amendment to paragraphs 6 & 7 of Section 327.031 regarding election of the Board's Chair by the Board

The Board discussed a proposed amendment to paragraphs 6 and 7 of Section 327.031, RSMo regarding the election of the Board's Chair by the Board. Mr. Hartnett stated that the Missouri Association of Landscape Architects (MALA) is still in favor of the Board Members electing the Board's Chair. Mr. Fugate stated that the Missouri Society of Professional Engineers (MSPE) is also in support of the amendment to Chapter 327.031 and have been in contact with Ms. Kempker in the past providing language for the amendment. Mr. Frashier stated that the American Institute of Architects-Missouri (AIA-MO) has been discussing this issue but have not voted whether or not to support the amendment. Mr. Freeman stated that the Missouri Society of Professional Surveyors (MSPS) will discuss this issue at its December 2011 meeting. After much discussion, the Board Members decided that it may be beneficial to have the language changed to have the election of the Board Chair run in conjunction with the election of the Division Chairs, which is every two years. If this change can be made without creating any conflicts, Ms. Kempker is to draft some revised language for consideration at the next Design Alliance meeting.

Discuss HB 136 and proposed rule language to come into compliance

The Board Members discussed House Bill 136 regarding a nonresident spouse of an active duty member of the military who is transferred to the State of Missouri in the course of the member's military duty to obtain a temporary courtesy license. Upon discussion, Mr. Adewale made a motion directing Ms. Kempker to draft a proposed rule allowing for a temporary courtesy license with its content based on the Board's comity rules already in effect; and, also draft a proposed amendment to Board Rule 20 CSR 2030-6.015 to include a temporary license for a period of 180 days with a pro-rated fee of 25% of the initial comity application filing fee. Also, Ms. Kempker is to include that the licensee may reapply for an additional 180 days, for a fee of \$50. The motion was seconded by Ms. Jackson and unanimously carried. Ms. Kempker is to then place the draft proposed rule and proposed amendments on the Board's January 2012 Agenda for further discussion.

Discussion of SB 325 regarding notification to any known current employer of a change in a licensee's license and discipline status

The Members of the Board discussed Senate Bill 325 regarding notification to any known current employer of a change in a licensee's license and discipline status. Ms. Kempker advised the Board Members that SB 325 requires that "only employers" be informed of discipline. Ms. Kempker stated that the Nursing Board had been publishing in its newsletters that employers could sign up for e-alerts which would be sent weekly providing a list of all status changes among their licensees. The Board Members felt this would cause too much "back biting" and felt some firms would use the discipline of others to their own advantage. Mr. Thompson stated that the Pharmacy Board included a statement in its disciplinary orders that it was up to the licensee to inform his/her employer of the disciplinary action. After much discussion, Mr. Govero made a motion directing Ms. Kempker and/or Mr. Thompson to modify all future Board disciplinary orders to include a statement that the licensee must notify their employer(s) of any disciplinary action taken since the Board does not track employer information. The motion was seconded by Mr. Rearden and unanimously carried.

Update on Board directed letter sent by Curt Thompson to Missouri School Board Association and their response regarding news article submitted by Greg Coats with the City of Lamar, Missouri entitled, Lamar R-1 School Board votes to accept proposal from Allgeier, Martin and Associates, (In the article, Dr. Dennis Wilson, Lamar R-1 Superintendent, questioned the use of architects for a metal building that the school proposes to build and use as a weight room.)

Mr. Thompson reported that he and Ms. Kempker had met with Ms. Melissa Randol and Ms. Kelli Hopkins regarding the Board directed letter Mr. Thompson sent to the Missouri School Board Association. It was also noted by the Board that the MSBA had responded to the Board clarifying that the newspaper article previously forwarded to the Board did not include an accurate quote from Ms. Hopkins with the MSBA. Therefore, Mr. Rearden made a motion to refer this matter back to the Professional Associations and/or the Design Alliance for pursuit because the Board decided that it has done all it can within the realm of its statutory authority and that any remaining issues regarding QBS and Chapter 8 do not fall within the Board's jurisdiction. The motion was seconded by Ms. Jackson and unanimously carried.

Discussion of Email from Steven Ray, PE-19194, regarding "construction without the Benefit of Professional Design"

The Members of the Board discussed the email from Mr. Steven Ray, PE-19194 to Mr. Frashier regarding "construction without the benefit of professional design."

Ms. Kempker stated that she had invited Mr. Ray to the Board's November 8, 2011 meeting to discuss this matter further, but he declined the invitation. Mr. Ray advised Ms. Kempker that what he had to say would take more than 30 minutes which was allotted on the Board's Agenda. The Board decided that it was satisfied with the offer extended to Mr. Ray to meet with the Board. Therefore, unless Mr. Ray decides to meet with the Board in the future to continue this discussion, no further action is necessary.

Disciplinary Hearing of B & A Architecture and Dennis Bradley

At approximately 10:00 a.m., the Board conducted a Disciplinary Complaint Hearing in the matter of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Landscape Architects vs. B & A Architecture and Dennis M. Bradley. Mr. Bradley personally appeared. Assistant Attorney General Edwin Frownfelter appeared for the Board. Mr. Hartnett stated for the record that the hearing had convened. The record was established by a certified court reporter and copies made a part of the Board's files in Case Nos. 11-005 (B & A Architecture) and 11-006 (Dennis M. Bradley). When the hearing was concluded (at approximately 10:34 a.m.), Messrs. Frownfelter and Bradley were told that the Board would issue an Order soon after it has completed its deliberations. Mr. Bradley then departed.

Disciplinary Hearing of James Kraig Kahler

At approximately 10:40 a.m., the Board conducted a Disciplinary Complaint Hearing in the matter of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Landscape Architects vs. James Kraig Kahler. Mr. Kahler did not appear. Assistant Attorney General Edwin Frownfelter appeared for the Board. Mr. Hartnett stated for the record that the hearing had convened. The record was established by a certified court reporter and a copy made a part of the Board's file in Case No. 11-007. When the hearing was concluded (at approximately 10:55 a.m.), Mr. Frownfelter was told that the Board would issue an Order soon after it has completed its deliberations. He then departed the meeting.

Motion to Close

At approximately 10:55 a.m., Mr. Hartnett called for a motion to close the meeting to the general public for the purpose of discussing confidential or privileged communications between this agency and its attorney as well as to discuss pending litigation and complaint matters. Mr. Govero made a motion that the meeting be closed to the general public pursuant to Chapter 610.021 subsection (14) and 324.001.8 and 324.001.9, RSMo for the purpose of discussing investigative

reports, complaints, audits and/or other information pertaining to licensees or applicants; Chapter 610.021 subsection (1) RSMo for the purpose of discussing general legal action, causes of action or litigation and any confidential or privileged communication between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under Chapter 610.021 RSMo which authorizes this agency to go into closed session during those meetings. The motion was seconded by Mr. Jackson. A roll call vote was taken and unanimously carried. Mr. Hartnett asked that all visitors leave the room. After Mr. Frownfelter's departure, Mr. Hartnett declared the meeting closed to the general public.

Return to Open Session

At 11:25 a.m., the Board reconvened its open meeting for the purpose of continuing discussing its open agenda items.

Status Report regarding actions taken at the August 2011 Annual NCEES meeting which was held in Providence, Rhode Island

Mr. Adewale gave a Status Report regarding actions taken at the August 2011 Annual NCEES meeting which was held in Providence, Rhode Island. Mr. Adewale reported that NCEES discussed the Computer Based Testing (CBT) for 2014 and voted on what the exam costs will be. NCEES voted only to make recommendation to the state licensing boards with the Boards voting on the rates to be charged. NCEES is still continuing to study the B + 30 program, which would require a statute change if Missouri opted to support the program. However, Mr. Adewale reported at this time, Missouri is not supporting the B + 30 program. Mr. Adewale advised the Board Members that he is a member of NCEES' Public Outreach/Communications Task Force Committee and will be attending a meeting on this matter in San Antonio, Texas in January 2012. Mr. Adewale also stated that he extended the invitation to NCEES to hold its annual meeting in St. Louis, Missouri in 2012. Mr. Freeman stated that he was hopeful that each Board Member would attend the 2012 NCEES Annual Meeting in St. Louis Missouri. He stated that the host state, Rhode Island, had all their Board Members in attendance at the 2011 NCEES Annual Meeting.

Status Report regarding actions taken at the September 2011 Annual CLARB meeting which was held in Chicago, Illinois

Ms. Jackson reported that CLARB is looking into reducing their 5 part exam down to 4 parts and hopes to deliver all 4 parts by computer to improve relevance, reliability and accessibility; but so far, the process has been very cumbersome and expensive. They are hopeful to have the change in effect by fall of 2012. Ms. Jackson stated that

CLARB had commissioned ERIN Research, Inc. to help define welfare as it relates to landscape architecture and establish tangible indicators of how the profession positively impacts public welfare. A power point presentation has now been developed to present the results of the welfare study. Ms. Jackson would like to present this power point presentation to the Board during a lunch hour at a future Board meeting. Mr. Hartnett reported that the Members of the Landscape Architectural Division has directed Ms. Kempker to respond to Ms. Veronica Meadows with CLARB advising that the Landscape Architectural Division would like to put forward the name of Ms. Jerany Jackson as a candidate for Vice President of CLARB. Ms. Jackson stated that CLARB has been talking with citizens of Mexico, China, Russia, Australia and Great Britain about licensure and as she progresses through CLARB, Ms. Jackson is hopeful that she will have to opportunity to travel to China to continue the discussions on licensure.

Ordering of Board Shirts

Ms. Kempker discussed ordering Board Shirts with the Board Members. She advised that she had collected the seal information and would be able to provide it to each Board Member wanting a shirt so that they can take their own shirts to a custom screen print shop and have shirts made. The Board Members stated that they did not think that would work because each member would then have to pay a set up fee which would be quite costly. Mr. Freeman stated that MSPS orders shirts from Lands End and suggested that Ms. Kempker contact Ms. Sandy Boeckmann to find out how to proceed with ordering Board shirts from Lands End. Mr. Fugate said the City of West Plains also orders shirts from Lands End and Mr. Skibiski chimed in that Horner & Shifrin orders shirts from them as well. Ms. Kempker presented 3 designs to the Board and they chose the design which consisted of the seal of the State of Missouri with the Board's full name under the seal. The Board Members are in favor of either a blue polo style shirt or a blue button down shirt. Ms. Kempker is to collect more information and place this matter back on the Board's January 2012 agenda for further discussion.

Report from Architectural Division

Mr. Frashier reported that at this time, the Architectural Division did not have anything to report.

Report from Professional Engineering Division

Mr. Fugate reported that at this time, the Professional Engineering Division did not have anything to report.

Report from Professional Land Surveying Division

Mr. Freeman advised the Board that the Professional Land Surveying Division Members are presently going through the Board Rules to update the language with reference to new technology in the Land Surveying profession, specifically as it relates to electronic surveys.

Report from Landscape Architectural Division

Ms. Jackson reported that at this time, the Landscape Architectural Division did not have anything to report.

Executive Director's Report

Ms. Kempker presented the most recent information regarding the Board's Financial Report. She advised the Board that as of November 4, 2011, the fund balances were as follows:

Personal Service Balance was \$280,828.95. Originated with \$375,856. We have 74.72% of our PS funds remaining.

E&E (Expense & Equipment) Balance was \$260,072.12. Originated with \$331,587. We have 78.52% of our E & E funds remaining.

Fund Balance was \$3,677,439.42. (Per current statute, in order to avoid a sweep of the Board's fund, our balance needs to be kept under \$3,959,943.00, or 3 times its appropriation (3 x \$1,319,981.00). However, it is recommended the Board keep a fund balance more at a level of 1.5 times our appropriation.

Ms. Kempker announced that the only legislative changes that she was familiar with that **may** be introduced in the upcoming session are the proposed amendments that the Missouri Society of Professional Surveyors (MSPs) is planning to pursue to Section 327.312(3) regarding elimination of the 12 semester hour option and instead requiring 30 semester hours for enrollment as an Land Surveyor-in-Training (LSIT) and the proposed amendments the Design Alliance **may** decide to pursue to Section 327.031(6) and (7) regarding the appointment of the Board Chair from within and the AIA correction language, all of which was discussed earlier.

Ms. Kempker then provided the Board with an update on the status of Board Rules. The status is as follows:

- **Board Rule 20 CSR 2030-2.040 – Standard of Care.** This rule is being amended to reflect the current edition of the International Building Code, Section 107.
- **Board Rule 20 CSR 2030-2.050 – Title Block.** This rule is being amended to include land surveying entities.
- **Board Rule 20 CSR 2030-11.015 – Continuing Professional Competency for Professional Engineers.** This rule is being amended to allow a one time award of ten (10) PDHs for obtaining a work related patent.
- Also, **Board Rule 20 CSR 2030-11.035 – Continuing Education for Landscape Architects.** This rule is also being amended to allow a one time award of ten (10) CEUs for obtaining a work related patent.
- A fifth rule change in the process is the rescission of **Board Rule 20 CSR 2030-14.050 – Definition of Degree in Science as Used in Section 327.391, RSMo** which is no longer necessary or correct due to recent statutory changes in Section 327.391.

Ms. Kempker stated that all of the proposed amendments were forwarded to the Division of Professional Registration (PR) in December, 2010 and have been sitting at “Division Review” since January 11, 2011 and at the Department/GO Review/Approval since May 19, 2011. Ms. Kempker stated that she had inquired of the Division of Professional Registration staff just before the Board’s August 2011 meeting as to when the Board could expect the rule changes to get filed so that Ms. Kempker could report on the status but unfortunately she had not received a response prior to the August 2011 meeting. Therefore, Ms. Kempker again followed up immediately after the Board’s August 2011 meeting regarding the status and was pleased to report that on November 1, 2011, these proposed amendments were filed with SB, JCAR and SOS.

Ms. Kempker announced that the Board currently has four (4) vacant positions on the Board (Board Chair, Public Member, Professional Engineering Division Member, and a Landscape Architectural Division Member) as well as six (6) members serving in expired terms (Royce Fugate, Mike Freeman, Jerany Jackson, Bob Hartnett, Ken Frashier, and Kevin Skibiski). This means that 10 out of the Board’s 15 members could potentially be new appointees. Since the special session has recently ended, Ms. Kempker was hopeful that Governor Nixon will soon make some appointments to the Board which will include some reappointments to help maintain experience and consistency on the Board.

Ms. Kempker further announced that the last paper edition of the Board’s newsletter was mailed out in September. All future editions of the newsletter will

be distributed electronically. Since the Board's renewal period does not officially end until April 1st (due to the built-in grace period), and since the renewal has been the vehicle used in collecting all email addresses, Ms. Kempker suggested to the Board that it send out the next newsletter in mid to late Spring, such as late April or early May. Since the Board was in agreement with the late April/early May mailing of the newsletter, Ms. Kempker announced that she will need all newsletter articles by no later than March 1st.

Ms. Kempker then advised the Board that Mr. Oligschlaeger, the Board's new investigator, is a quick learner and eager to provide the Board Members with the exact information that they are wanting. She stated that Mr. Oligschlaeger did not have the privilege of having a month overlap of "on-the-job" training from the previous investigator, as did Mr. Hagerty. Ms. Kempker advised the Board Members that the appearance of the investigator's reports are different than what the Board Members had previously been used to seeing, which were generally submitted in memo format. Ms. Kempker instructed Mr. Oligschlaeger to format his reports more like they had been a number of years ago before converting over to memorandum format. However, Ms. Kempker said if the Board Members would prefer the memorandum format better, Mr. Oligschlaeger can very easily revert back to that; OR, if the Board Members can think of any additional information that they would like added, they are to please let Mr. Oligschlaeger know and he will be happy to modify the format and/or content to however the Board Members would prefer. If a Board Member thinks that Mr. Oligschlaeger is providing too much miscellaneous information that the Board does not find helpful, they are to please let Mr. Oligschlaeger know that as well. It is the staff's goal to provide the Board Members with a thorough, accurate, and detailed report that will make their job as a Board Member easier. Ms. Kempker asked the Board Members if they had any helpful tidbits of information that would assist Mr. Oligschlaeger in doing his job especially with regard to specific questions the Board Members would like for him to ask when conducting his investigations. Ms. Kempker said Mr. Oligschlaeger most definitely wants to make sure he's getting all of the information the Board desires and to provide it to the Board in an easy to follow format. Ms. Kempker then asked Mr. Oligschlaeger to speak to the Board Members to see if they had any more information or advice to offer him. The only additional information that was requested by the Board at this time, was to add whether any of the individuals and/or corporations in question were licensed; and, if so, to list whether the license was current, lapsed, expired, revoked, suspended or on probation.

Date and Location of November 2012 Board Meeting

The Board's November 2012 meeting will be held on November 12, 13, and 14, 2012 in Branson and/or Springfield, Missouri area.

Personal Appearance

At approximately 12:00 noon, Mr. Melvin Eakins, PE-29451, and Mr. Shawn Barry, PE-2009001053, both from Great River Engineering and co-workers of Ms. Jerany Jackson, appeared for the purpose of providing a luncheon presentation to the Board Members on the "Practical Practitioner's Take on Electronic Signing and Sealing of Documents." After a very interesting and informative presentation, the Board thanked Messrs. Eakins and Barry for meeting with them. Messrs. Eakins and Barry then departed at approximately 1:00 p.m.

Motion to Go Back Into Closed Session

At 1:26 p.m., Mr. Hartnett called for a motion to go back into closed session to continue discussing pending litigation and complaint matters as well as any confidential or privileged communication between this agency and its attorney. Mr. Govero made a motion to go back into closed session to continue discussion of pending litigation and complaint matters as well as any confidential or privileged communication between this agency and its attorney. Mr. Adewale seconded the motion. A roll call vote was taken and unanimously carried. Mr. Hartnett asked that all visitors leave the room. There being none, Mr. Hartnett declared the meeting closed to the general public.

Return to in Open Session

At approximately 5:31 p.m., the Board reconvened its open meeting for the purpose of discussing one remaining item on the Open Agenda and to then adjourn.

Please note that at approximately 5:35 p.m., Mr. Fugate departed the meeting.

Additional discussion regarding Board Agenda Item #9 – Discuss proposed amendment to paragraphs 6 & 7 of Section 327.031 regarding election of the Board's Chair by the Board

The Members of the Architectural Division discussed with the Board the topic of adding a fourth architect to the Board so it could have broaden areas of the state represented and would help with ensuring always having a quorum of the Division Members present at the Architectural Division meetings. After much discussion, it was the general consensus of the Board that there is no justification for a fourth member to be added to the Architectural Division at this time based on the two aforementioned reasons. It was noted that there are no guarantees that the Governor of Missouri will make future appointments based on geographic location so that concern is not one the Board has any control over. Also, the Board felt there is no need for a fourth Architectural Division Member for quorum purposes.

Instead, all Board Members were reminded of their obligation to be in attendance at all regularly scheduled meetings. However, should the "workload" for the Architectural Division increase in the upcoming years, the Board is open to revisiting the matter at that time

Adjournment

A motion was made by Mr. Adewale and seconded by Mr. Frashier to adjourn. The motion carried unanimously. The meeting adjourned at approximately 5:57 p.m. on Tuesday, November 8, 2011.

ATTEST:

Executive Director

Approved by the Board on: _____