

**OPEN MINUTES  
ARCHITECTURAL DIVISION  
OF THE MISSOURI BOARD FOR ARCHITECTS,  
PROFESSIONAL ENGINEERS, PROFESSIONAL LAND  
SURVEYORS AND LANDSCAPE ARCHITECTS**

Thursday, March 15, 2012  
Division of Professional Registration, Room 380  
3605 Missouri Boulevard  
Jefferson City, Missouri

The Architectural Division of the Missouri Board for Architects, Professional Engineers, Professional Land Surveyors and Landscape Architects met via telephone conference call and was called to order by Mr. J.C. Rearden at 2:00 p.m. on Thursday, March 15, 2012. A quorum being present, Mr. Rearden declared the meeting open for business.

**Members Present**

James C. "JC" Rearden, Chair of the Division  
Kenneth M. Frashier, Member of the Division  
Kathy W. Achelpohl, Member of the Division

**Others Present**

Judy Kempker, Executive Director  
Sandy Robinson, Executive Assistant  
Curtis Thompson, General Counsel

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.

**Review, Discuss and Attempt to Define "Incidental Practice"**

Ms. Achelpohl reported that the Sub-committee on Incidental Practice met on Friday, March 2, 2012, at which time each Sub-committee member was directed to check the model law of each of their professions as well as to do research of what other states are doing or have done to define "Incidental Practice" for each of their professions. Therefore, Ms. Achelpohl felt that a conference call was warranted to discuss this matter further with the Architectural Division Members. She asked the Division Members if they had reviewed the definition of the practice of architecture taken from the Board's statutes as well as a draft of an amendment

to Section 327.091, Practice of Architecture Defined, which was submitted to each Division Member prior to the conference call. After much discussion, the Members of the Architectural Division drafted the following Amendment to Section 327.091:

“Any person practices as an architect in Missouri who renders or offers to render or represents himself or herself as willing or able to render service or creative work related to architectural planning and design, which requires architectural education, training, relevant work experience and licensure. Only an architect may provide services and work such as consultation and aesthetic of any non-exempt building and site improvements or additions or alterations thereto. The services of an architect may include the preparation of drawings, specifications and related documents, expert testimony, and the coordination of services furnished by structural, civil, mechanical and electrical engineers and other consultants as they relate to architectural work. An architect may provide structural engineering services when the project size and type does not require a licensed engineer.

After the revisions have been made, Ms. Achelpohl stated that she would send the draft Amendment to Section 327.091, Practice of Architecture Defined to Ms. Kempker for distribution to the Members of the Architectural Division. Upon review, Ms. Achelpohl will present the draft Amendment to Section 327.091, Practice of Architecture Defined to the Sub-Committee Members for review and discussion at its next meeting.

### **Adjournment**

There being no further discussion, a motion was made by Ms. Achelpohl and seconded by Mr. Frashier to adjourn. The motion carried unanimously. The meeting adjourned at 3:02 p.m. on March 15, 2012.

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Executive Director

Date Approved:\_\_\_\_\_