

Nebraska State Board of Landscape Architects  
**Board Meeting Minutes**  
**October 27, 2020**  
215 Centennial Mall South Lincoln NE

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**CALL TO ORDER**

The meeting was held at 215 Centennial Mall South, Lincoln, Nebraska. Chairperson Casper called the meeting to order at 8:37am and informed the public of the location of the Open Meetings Act. Notice of the hearing was published in the Lincoln Journal Star in accordance with the Open Meetings Act.

**Roll Call:** Eric Casper, Todd Maiellaro, Derek Miller, Jennifer Seacrest; Absent: Kristina Engler, Bradley Swerczek

**Staff Present:** Jean Lais, Business Manager (BM); Gail Parris, Administrative Assistant (AA)

**PUBLIC COMMENTS/APPOINTMENTS**

No members of the public made comments.

**A CONSENT AGENDA**

*July 28, 2020 Meeting Minutes*

*August 25, 2020 Meeting Minutes*

*Motion by Maiellaro, second by Miller to approve the Consent Agenda as presented and discussed. Voting Yes: Miller, Seacrest, Maiellaro, Casper; Voting No: None; Absent: Engler, Swerczek*

**B REPORTS**

**Officers Report - None**

**CLARB Updates**

Summaries from the CLARB Regional meetings were provided.

**Office/Staff**

BM Lais informed the members that the Board of Engineers and Architects (NBEA) is currently hiring a Staff Assistant as the previous Staff Assistant left in August. She also reported the database conversion is on scheduled to begin in November and should be completed by January 2022.

**C OLD BUSINESS**

**Legislative**

Title 231 NAC Revisions

*Adoption of Revisions*

Rule 1.3.2 was deleted at the advice of the Governor's Public Research Office as authority is given in the statutes and does not need to be repeated in the Rules – renumber 1.3.3 to 1.3.2.

The Board adopted the revisions with the deletion of Rule 1.3.2 and renumbering of Rule 1.3.3.

*Motion by Maiellaro, second by Seacrest to adopt the revisions to Title 231 NAC as presented and discussed. Voting Yes: Maiellaro, Miller, Seacrest, Casper; Voting No: None; Absent: Engler, Swerczek*

**D NEW BUSINESS**

**Strategic Plan Draft**

A draft strategic plan was presented based on discussion held during the August meeting. BM Lais spoke with Public Information Officer (PIO) Azizah about some of the items discussed during the August meeting. She provided some ideas for the Board to consider. Samples of two of the brochures about licensure used by the Board of Engineers and Architects were provided for review. Engler and Seacrest provided a draft of the licensure PowerPoint presentation they have been

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working on for review and comment. Discussion was held on the creation of a brochure covering the steps to become licensed and the importance of licensure and whether an electronic brochure would be more beneficial at this time than a paper one. Also discussed was the making of a short video on landscape architecture in Nebraska that could be posted on the website and used during presentations. It was determined a committee would be formed at the January meeting to brainstorm ideas for the brochure and video.

*Motion by Seacrest, second by Miller to approve the Strategic Plan as presented and discussed. Voting Yes: Maiellaro, Miller, Seacrest, Casper; Voting No: None; Absent: Engler, Swerczek*

## **CLARB**

### *CLARB Call for Nominations*

A call for Nominations for the Board of Directors and Leadership Advisory Council was provided.

### *Remote Proctoring Update*

An update on the offering of remote proctoring was provided for review.

### *2021 Annual Meeting Notice*

Notice from CLARB regarding the 2021 Annual Meeting will be moving venues and most likely dates due to the closing of the Roosevelt Hotel at the end of the year. More information will be provided once the location and dates have been confirmed.

## **E COMPLIANCE - None**

## **F APPLICATIONS**

Licensure by Reciprocity

**Approved:** Cory Meyer, MN

Initial Licensure

**Approved:** Jason Perreault, NE

*Motion by Seacrest, second by Maiellaro to approve the applications as presented and discussed. Voting Yes: Maiellaro, Miller, Seacrest, Casper; Voting No: None; Absent: Engler, Swerczek*

## **G FINANCIAL MATTERS**

### **Financial Reports**

*Budget Status Report – July, August, September 2020*

*MTD General Ledger Detail Report – July, August, September 2020*

*Fund Summary Report – July, August, September 2020*

*FY 2020-21 Financial Profile – July, August, September 2020*

BM Lais reported that as of September 30, 2020, and with 25% of the fiscal year lapsed, just under 14% of the appropriated funds have been used. This is mostly in part of no travel occurring for the CLARB annual meeting. Just over 3% of the projected revenue had been received. Renewals are just starting to come and January's report should give a clearer picture to the year's revenue level. The Cash Fund was at \$59,062.67 which is \$8,339 higher than the same time last year.

*Motion by Maiellaro, second by Miller to approve Financial Matters as presented and discussed. Voting Yes: Maiellaro, Miller, Seacrest, Casper; Voting No: None; Absent: Engler, Swerczek*

## **H GENERAL INFORMATION**

A schedule of upcoming meetings and events was provided for review. The next meeting is scheduled for January 26, 2021, at 215 Centennial Mall South, beginning at 8:30am.

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A roster of Board members was provided

Professional Landscape Architects licensed to practice as of October 21, 2020: 136

Results of the August 2020 LARE were provided for review.

The website dashboard reports show the following number of total visits:

July: 105

August: 108

September: N/A

A copy of the approved Board policies as of April 28, 2020, was provided.

**Adjournment:** Motion by Seacrest, second by Maiellaro to adjourn the meeting at 9:26am.

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Board Member



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01/26/21

Date