

Nebraska State Board of Landscape Architects  
**Board Meeting Notes – October 29, 2024, 9:30 a.m.**  
215 Centennial Mall South, Lincoln NE

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## CALL TO ORDER

Chairperson Seacrest called the meeting to order at 9:30 a.m. and noted the location of the Open Meetings Act. Notice of the meeting was published in the Lincoln Journal Star on October 15, 2024, and on the Board's website under the Open Meetings Act.

**Roll Call:** Jennifer Seacrest, Chairperson; Jonathan Hauck, Vice-Chairperson; Bradley Swerczek, Derek Miller;  
Absent: Kristin Engler

**Staff Present:** Jean Lais, Administrative Programs Officer (APO)

## PUBLIC COMMENT/APPOINTMENTS

### A. CONSENT AGENDA

[July 30, 2024, Meeting Minutes](#)

[August 27, 2024, Meeting Minutes](#)

*Motion by Swerczek, second by Miller, to approve the consent agenda as presented. Voting Yes: Hauck, Miller, Swerczek, Seacrest; Voting No: None; Absent: Engler*

### B. MEETING REPORTS

#### CLARB

A copy of the upcoming *In the Know* webinars was provided.

#### Other Reports

##### [CLARB Annual Meeting Recap](#)

A recap of the CLARB Annual Meeting held on September 18-21, 2024, in Buffalo, NY, was provided. Additionally, Chairperson Seacrest briefed the members on the session during the meeting. The sessions focused mainly on international practice and the revisions of the CLARB Bylaws. Other sessions included discussing revamping the CLARB website and what member boards would like to see, as well as a panel of three boards going through statute revisions to align with the *Uniform Standard for Landscape Architect Licensure*.

##### [Office/Staff](#)

APO Lais introduced CA Irvine to the Board. Irvine started with the Board of Engineers and Architects at the end of August and will be assisting Compliance Officer Habe in investigations and other compliance matters.

She also updated the members on the status of the database conversion.

### C. OLD BUSINESS

#### CLARB – *None*

#### Legislative

##### [Draft Statute Revision](#)

Email correspondence between APO Lais and the bill drafter and the final bill draft of the statute revisions was provided.

##### [Sponsor Update](#)

Chairperson Seacrest followed up with the list of potential senators Engler initially contacted. She indicated that Senator Sanders and Hughes' office seemed interested and sent them a copy of the draft to review. Additional follow-up will occur after the elections on November 5<sup>th</sup>.

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## Other Old Business

### Strategic Plan -Draft

The draft strategic plan was provided based on the August 2024 meeting discussion. The members requested the *Progress Report* section be removed. Reports will be included in future meeting materials.

*Motion by Hauck, second by Miller to approve the strategic plan as presented. Voting Yes: Hauck, Miller, Swerczek, Seacrest; Voting No: None; Absent: Engler*

### Senator Letter Draft

A copy of the latest draft of the letter to be sent to senators was provided. The paragraph listing example projects will be moved after the paragraph starting with *Landscape architecture includes...*

*Motion by Hauck, second by Swerczek, to approve the senator letter as amended. Voting Yes: Hauck, Miller, Swerczek, Seacrest; Voting No: None; Absent: Engler*

### Project Photos/ASLA Brochures

APO Lais provided photos of possible Nebraska landscape projects to be included in the senator's letter, along with copies of the ASLA brochures to be modified for Nebraska. No modifications in the photos or language were made. The following ASLA brochures will be included with the letter to senators:

- *What is Landscape Architecture?*
- *Landscape Architecture – Impacts on Public Health, Safety, and Welfare*
- *Landscape Architecture – Education and Testing*

## D. NEW BUSINESS

### CLARB

#### Bylaws Revisions

CLARB is looking to modify its Bylaws related to governance. CLARB set up a workgroup to conduct a review of the Bylaws to 1) Evaluate the effectiveness of the 2019 governance changes, 2) Consider best practices in non-profit governance, and 3) Identify opportunities for further exploration and possible refinement.

The Workgroup identified the following for member board feedback:

- **Eligibility to Serve as President**
  - Current – Must be a licensed landscape architect
  - Recommendation – Change language to allow a non-licensee who has served on the CLARB Board in the last three years to qualify to serve as President.

Under the revision, a member board executive, public board member, or non-licensed Director-At-Large could qualify to hold the office of President. The members believed that allowing a non-licensee to serve as president would dilute the prominence and importance of licensure and strongly opposed the revision.

- **Contested Elections for Officers**
  - Current – The Leadership Advisory Council (LAC) recommends candidates for election for the Board officer positions; the Board of Directors (BOD) approves the LAC officer recommendations; a formal vote of the membership is required to elect.
  - Recommendation – The LAC vets and recommends single candidates for Board officer positions; the BOD approves LAC officer recommendations; No formal vote of the membership is required.

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The members were Neutral on the revision.

- **Treasure Role and Finance Committee Structure**

- Current – The Treasure serves a two-year term with a maximum of two successive terms.
- Recommendation – Eliminate the Treasurer role and reconfigure the Finance Committee to include 1-3 DALs along with the President-Elect, President, and Past-President; Director at Large (DAL) term on the Financial Committee is 1 year and can be reappointed; appointed by the President; approved by the Board of Directors; CEO serves as the Secretary; DALs increased to 7-9 (Board remains at twelve members).

The members were Neutral on the revision.

- **Director-at-Large (DAL) Terms**

- Current – Maximum of two terms; Term 1 – Two years; Term 2 – Two years
- Recommendation – Maximum of two terms; Term 1 – Three years; Term 2 – Two years

The members were Neutral on the revision. However, they noted that having different term lengths may be confusing.

- **Leadership Advisory Council (LAC) Eligibility**

- Current – The majority of the LAC must be licensed landscape architects or Member Board Executives; All candidates must have served on a board and have actively participated in CLARB.
- Recommendation – Remove the requirement that all candidates must have served on a board and have actively participated in CLARB.

The members strongly agreed with the revisions.

- **Regional Structure**

- Current – Five regions of CLARB are required as established in the bylaws.
- Recommendation – No regions defined in the bylaws (removal of regions from CLARB).

The members felt a regional structure was no longer needed and strongly agreed with the revision.

- **Required Membership Meetings**

- Current – One regional meeting of the membership is required annually (outside the Annual Meeting)
- Recommendation – At least one special meeting of the membership is required annually (outside the Annual Meeting).

The members strongly agreed with the revisions.

- **Bylaws Change Threshold**

- Current – Three-fourths (3/4) majority of member boards voting at an annual or special meeting is required to amend the bylaws.
- Recommendation: Two-thirds (2/3) of member boards voting at an annual or special meeting are required to amend the bylaws.

The members strongly agreed with the revision.

Next steps are to make a final recommendation to the CLARB Board of Directors in December 2024 with a formal membership vote on the revisions occurring at the 2025 Annual Meeting.

**Legislative – None**

**Other New Business – None**

**E. COMPLIANCE – None**

**F. APPLICATIONS**

**Administratively Approved**

[Licensure by CLARB Certificate](#)

LA 470 Bradley Wayne Goodman, LA 472 Michael A Hunton, LA 469 Emily Mueler De Celis, LA 468 Stephen Wayne Sales

[Initial Licensure](#)

LA 471 Katelyn Marie Nimic

**Licensure/Examinations**

[Licensure by Comity – None](#)

[Licensure by Reinstatement – None](#)

[LARE Applications without an LAAB/LAAC-accredited degree – None](#)

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

**G. FINANCIAL MATTERS**

**Financial Reports – July, August, September**

[Budget Status Report](#)

[MTD General Ledger Detail Reports](#)

[Fund Summary Reports](#)

[FY24-25 Financial Profile](#)

APO Lais reported that as of the end of September, 17% of the appropriations had been spent for the fiscal year, and 12% of the projected revenue had been received. The Cash Fund was at \$91,888, which was \$5,501 higher than the same time last year.

*Motion by Swerczek, second by Miller, to approve the financial reports as presented. Voting Yes: Hauck, Miller, Swerczek, Seacrest; Voting No: None; Absent: Engler*

**Other Financial Matters – None**

**H. GENERAL INFORMATION**

A schedule of upcoming meetings and events was provided. The next regular board meeting is scheduled for January 28, 2025, at 9:30 a.m. at 215 Centennial Mall South, Lincoln, NE.

A copy of Miller’s resignation/notice of not seeking reappointment was provided.

[Trends in Licensure](#)

*As of October 24, 2024*

Professional Landscape Architects	180
In State	65

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Out of State	115
Licenses issued to Date in FY2024-25	7

**Other Information**

The LARE results from April and August were provided.

The Website Dashboard analytics show the following number of total visits:

July: 319


August: 269

September: 411

A copy of the Board's approved policies as of January 30, 2024, was provided.

**ADJOURNMENT**

*Chairperson Seacrest adjourned the meeting at 10:48 a.m.*



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Board Member