

Nebraska State Board of Landscape Architects  
**Board Meeting Minutes**  
**August 25, 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 8:35am and informed the public of the location of the Open Meetings Act. Notice of the meeting was published in the Lincoln Journal Star on August 13, 2020, and on the Board's website in accordance to the Open Meetings Act.

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

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

***PUBLIC COMMENTS/APPOINTMENTS***

No members of the public were present.

**A Strategic Planning**

*Mission Statement*

The Mission Statement was reviewed and no changes were made.

*Website Redesign*

The new website launched on June 24, 2019. Staff continuously monitors the site for revisions and updates. After discussion it was the decision of the members to leave this item on the plan, changing the name to *Website*. With the passage of LB30, staff will be updating the content to reflect the changes associated with the bill. Members discussed changing the tile images every couple of years to reflect current projects across the state. A request for possible photos will be sent out by staff in the coming months.

*Review of Application Affidavit Questions*

A copy of the current affidavit questions was provided for review. These questions were incorporated into the applications in June 2019. No further changes were made and the item was removed from the plan.

*Student Outreach*

Discussion was held to potential groups to reach out to regarding doing a presentation on the Board and the importance of licensure. Mark Holstead is the current director of landscape architecture at UNL and is currently serving as the faculty sponsor for the Student Chapter of the American Society of Landscape Architecture (ASLA). Metropolitan Community College (MCC) may also be good connection through its Horticulture, Land Systems, and Management Program. Seacrest and Engler will be responsible for developing a PowerPoint presentation to be approved by the board and used for such presentations. BM Lais will forward the presentations currently being used and any developed by CLARB for consideration.

*Legislative Awareness*

Seacrest has a family member working for a senator and will reach out to see what the best way is to reach senators. Chairperson Casper will reach out to ASLA to see if they will have a table Rotunda during the legislative session that could be shared with members and staff to help raise awareness of the role of landscape architects in protecting the health, safety, and welfare of the citizens of Nebraska. A committee will be formed at the October meeting to help coordinate this and other possible events with ASLA.

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Board/ASLA Chapter Relations

Chairperson Casper will also reach out to ASLA to see how the Board and ASLA can start supporting and interacting with each other on a more consistent and permanent basis.

Public Awareness

Ideas discussed for heightening the awareness and importance of landscape architecture with the public included: participating in career days at the local high schools, creating a video to be posted on the website and used during presentations, possibly partnering with ASLA on these. BM Lais will meet with Public Information Officer, Azizah to see if she can draft a few ideas and bring them to the October meeting.

BM Lais/AA Parris will bring a draft plan to the October meeting for approval.

**B 2021-2023 Biennium Budget Request**

As most of the members are on their first term with the Board, BM Lais provided an overview of the budget request process. A copy of the spreadsheet used to develop the budget request was provided for review. She outlined the issues that will be listed in the request. These included a projected 3% increase each year of the biennium for the administrative contract with the Board of Engineers and Architects (NBEA); a 3% increase in CLARB dues in both years; and a request for funds to cover the cost of developing an online renewal process beginning in FY 2022-23.


Board Policy LA P08.01 states the Board will strive to maintain a cash reserve in the amount of two times the annual budget. The Board is looking at reducing and/or eliminated several fees during its Rules revisions slated for the end of 2020/beginning of 2021. This will help bring the cash fund done to the desired level. The projected fund balance at the end of FY 2022-23 is \$60,588 which will achieve this goal.

*Motion by Engler, second by Miller to approve the 2021-23 Biennium Budget Request as presented and discussed. Voting Yes: Maiellaro, Miller, Seacrest, Engler, Casper; Voting No: None; Absent: Swerczek*

**Adjournment:** Chairperson Casper adjourned the meeting at 9:43am.

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Board Member



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10/27/20

Date