MEETING OF THE
WEST VIRGINIA BOARD OF LANDSCAPE ARCHITECTS

I. A meeting of the West Virginia Board of Landscape Architects was called to order at 11:00 AM, November 5, 2009 at the offices of Chapman Technical Group. Present were Board members Michael Biafore, Todd Schoolcraft and Roger Kennedy.

II. OLD BUSINESS

A. Minutes: The minutes of the April 15, 2009 meeting were reviewed and approved by the Board.

III. NEW BUSINESS

A. New Chairman: Current Board Chairman Roger Kennedy expressed interest in stepping down as Chairman due to increased workload and personal matters. Mr. Kennedy agreed to stay on the Board, but fulfilling a lesser role. Mr. Biafore was nominated for the Chairman position, and accepted, on the condition Mr. Kennedy would stay on the Board (as Treasurer), and pending a full listing of duties and responsibilities for each position on the Board (Mr. Kennedy to provide). Mr. Kennedy agreed to the stipulations, and the Board adopted these changes.

IV. TREASURER'S REPORT

A. Cash Balance: Cash balance as of September 30, 2009: $28,536.06.

V. APPLICATIONS

A. Review of New Candidates for Registration in West Virginia:

APPLICATIONS			
Applicant Name	Status	Outstanding Item(s)	Action Taken
Vincent Posey	Okay to Take LARE	LARE Exam	Send Memo
Robert Naylor	Approved	NA	Send Notification
Joseph Katruska	Approved	NA	Send Notification
Brent Bailes	Pending	Transcript	Send Memo
Doug Timbrell	Pending	One Reference	Send Memo
Morgan McIlwain	Pending	Council Record	Send Memo
Patrick Hoagland	Approved	NA	Send Notification
Rhonda Dahlkemper	Pending	Job Descriptions	Send Memo
Karen Carpenter	Pending	Application	Send Memo
Tim Stromberg	Pending	#'s Non-match, Plant ID	Send Memo
Felix Pitts	Pending	Plant Exam	Send Memo
David Judd	Pending	Application, Ref's	Send Memo
Joseph Gurney	Pending	Ref's From Same Empl.	Send Memo

B. Upcoming LARE Exams to be Administered:

LARE EXAM RESULTS			
Applicant Name	Section C	Section E	Comments
Shawn Gray	Take in December		
Daniel Reid Akers	Take in December		

C. Certificates to be Issued:

CERTIFICATES			
Applicant Name	Certificate Number	Issued	
None Currently Pending			

VI. CHAIRMAN'S COMMENTS

- A portion of the LARE will be given in December 2009, Section C only to be administered.

VII. PUBLIC COMMENT

- There were no comments.

VIII. NEXT MEETING

- The next meeting is tentatively scheduled for mid-January, 2010.

Meeting was adjourned at 1:45 PM.

Respectfully Submitted,

R. Todd Schoolcraft, Secretary
November 16, 2009