

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS,
LANDSCAPE ARCHITECTS AND REGISTERED INTERIOR DESIGNERS

220 N. E. 28th

Board Room

Oklahoma City, OK 74105

April 6, 2016

9:30 a.m.

Agenda

1. PUBLIC COMMENTS ON CURRENT AGENDA ONLY. Time limit to five (5) minutes per individual with sign-in required five (5) minutes prior to meeting beginning.
2. CONSENT AGENDA
 - a. Board action as necessary on consent agenda items.
 1. Minutes from the February 3, 2016 meeting
 2. Financial documents from February 2016
3. ADMINISTRATIVE/INTERNAL BOARD ISSUES
 - a. Report to the Board from Tammie Kilpatrick on Legislative issues.
 - b. Presentation by Brian Dougherty concerning the scholarship committee's selection of scholarships to be awarded by OCCF.
 1. Signage at the schools and expenses and other awarding documents.
 - c. Presentation by Brian Dougherty on how to establish a sister fund at OCCF to receive supplemental funds.
 - d. Board action as necessary concerning whether or not to approve Roger D. Brown's request for Emeritus status.
 - e. Presentation by David Hornbeek, Chair of the Succession Planning Committee.
 - f. Board discussion and possible action concerning the FEMA peer review for a storm shelter holding 50 people or more and requiring the reviewer to be a licensed architect and/or engineer in the State of Oklahoma and the review documents carrying the seal, signature and date of the reviewer.
 - g. Board discussion and possible action concerning transferring monies to OCCF to the scholarship fund in the amount of \$300,000 to \$350,000.00.
4. CLARB/NCARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORTS
 - a. Report from NCARB
 - b. Report from CLARB
 - c. Report from CIDQ
 - d. Report on AIA Architect activities
 - e. Report on ASLA Landscape Architect activities
 - f. Report on OIIC/ASID Interior Designer activities

5. NEW BUSINESS

Adjourn

AGENDA ITEM # 2a-1

JUN 01 2016

STATE BOARD OF ARCHITECTS

OKLAHOMA BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS,
LANDSCAPE ARCHITECTS AND REGISTERED INTERIOR DESIGNERS

220 N. E. 28th, Board Room

Oklahoma City, OK 74105

April 6, 2016

9:30 a.m.

Minutes

The Board of Governors of the Licensed Architects and Landscape Architects and Registered Interior Designers of Oklahoma met on Wednesday, April 6, 2016 with the following members and guests present:

David Hornbeek, Architect, Chairman
Mark Taylor, Registered Interior Designer, Vice-Chairman
Jim Hasenbeck, Architect, Secretary-Treasurer
Gary Armbruster, Architect
Nate Baker, Architect
Brian Dougherty, Landscape Architect
Randy Weatherly, Landscape Architect/Architect
Elisabeth Windel, Architect
Jean Williams, Executive Director
Leslie Hanska, Executive Assistant
Ellen White, Executive Secretary
Tammie Kilpatrick, Consultant

Jim Bruza, Jeff Click and Brad Gaskins were absent.

1. a. There were no public comments.

CONSENT AGENDA

2. a-1. Mr. Hasenbeck moved to approve the minutes from February 3, 2016. Motion seconded by Mr. Weatherly. Voting aye: Messrs. Hasenbeck, Taylor, Dougherty, Armbruster, Weatherly, Baker, Hornbeek and Ms. Windel. Voting nay: None. Motion unanimously approved.

2. a-2. Mr. Taylor moved to approve the financials from February 2016. Motion seconded by Mr. Dougherty. Voting aye: Messrs. Hasenbeck, Taylor, Dougherty, Armbruster, Weatherly, Baker, Hornbeek and Ms. Windel. Voting nay: None. Motion unanimously approved.

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3. a. Legislative report was given to the Board by Tammie Kilpatrick. The State budget shortfall has been over shadowing everything. They are still working on a resolution. HB3058 concerning the revolving funds, the Executive Director took a coalition to address the issue of sweeping funds. HJR1072 omnibus rules bill passed the House Administrative Rules and the Board's interior design rules establishing their continued education have been reviewed and approved for inclusion in the measure. HB2585 concerning the licensure of criminals and reconciliation of revolving fund HB3058 will likely be amended further for consideration in conference committees.

3. b. Presentation by Mr. Dougherty concerning the scholarship committee's final selection of scholarships to be awarded by OCCF. Official list was given on April 4, 2016. Scholarships were awarded to, Devin Shaffer, interior design student from Oklahoma Christian University, Garrett Slezak, landscape architecture student from the University of Oklahoma, Amanda Edwards, landscape architecture student from the University of Oklahoma, Rachel Ware, architecture student from the University of Oklahoma, Cameron Rossler, architecture student, from Oklahoma State University, Cameron Patterson, architecture student from Oklahoma State University, and Ian Miley, architecture student from Oklahoma State University. Ian Miley was given a ½ scholarship since he has only one semester left prior to graduation.

3. b-1. Mr. Taylor is going to create the scholarship poster to go out to all the schools and will also make it available through email. Budget \$2500 - \$3000 for poster and other awards. Scholarship award certificate (8 ½ X 11) should be made by the Board and given at the schools spring awards ceremonies. Scholarship presentations should be presented prior to Thanksgiving of each year.

3. c. Presentation by Mr. Dougherty on setting up a sub-fund for scholarship donations from the private sector. This would be separate from the state funds. There is a \$40,000 minimum before the money would spinoff.

3. d. Mr. Hasenbeck moved to approve Roger D. Brown's emeritus application. Motion seconded by Mr. Armbruster. Voting aye: Messrs. Hasenbeck, Armbruster, Taylor, Dougherty, Weatherly, Baker, Hornbeek and Ms. Windel. Voting nay: None. Motion unanimously approved.

3. e. Presentation by Mr. Hornbeek concerning the Succession Planning Committee and what they would like to do before the next Board meeting. The committee is planning on interviewing each staff member and going over each person's tasks/job, goals, investigations, scholarships and what their current relationship is with the national organizations. They may consider possibilities such as bringing on the Executive Director as a consultant after retirement.

3. f. Mr. Armbruster is going to speak with JC Carrol from the Fire Marshal's office regarding the issue concerning the peer review for a storm shelter.

Board of Architects

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3. g. Mr. Weatherly moved to approve budgeting \$50,000 each year to be put in the scholarship fund to begin fiscal year 2017 and continue on a yearly basis. Motion seconded by Mr. Taylor. Voting aye: Messrs. Weatherly, Taylor, Armbruster, Dougherty, Weatherly, Baker, Hornbeek and Ms. Windel. Voting nay: None. Motion unanimously approved.

NCARB/CLARB/CIDQ/ORGANIZATIONS, ISSUES AND REPORTS

4. a. NCARB – Ms. Windel participated in new member orientation at the NCARB regional meeting. Mr. Hornbeek reported that NCARB is looking into reciprocity with Australia and New Zealand.

4. b. CLARB – Mr. Weatherly reported that the Global Task Analysis is working together with 77 other countries along with IFLA to develop a global standard. CLARB has sent out a task analysis survey to all licensed landscape architects to be completed by June. CLARB and NCARB are coming together with FARB to fight against deregulation.

4. c. CIDQ – Mr. Taylor reported he has been appointed to the bylaws committee.

4. d. AIA – Bill concerning changing our building types did not pass.

4. e. ASLA – No report.

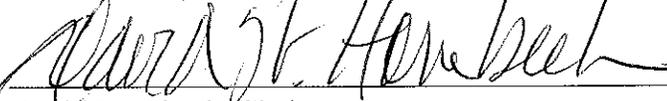
4. f. OIIC/ASID – No report.

NEW BUSINESS

5. a. None to report

Adjourn

THE BOARD OF GOVERNORS OF THE LICENSED ARCHITECTS, LANDSCAPE ARCHITECTS AND REGISTERED INTERIOR DESIGNERS OF OKLAHOMA



David Hornbeek, Chair



James H. Hasenbeck, Secretary-Treasurer



State of Oklahoma
Office of State Finance
Allotment Budget and Available Cash
As Of February 29, 2016

3/1/2016
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<u>Business Unit</u>	<u>Class</u>	<u>Dept</u>	<u>Bud Ref</u>	<u>Allocations</u>	<u>Pre Encumbered</u>	<u>Encumbered</u>	<u>Current Yr Exp</u>	<u>Prior Yr Exp</u>	<u>Allotment Budget</u>	<u>Available Cash</u>
04500										1,329,021.08
	200									
	20000	10	14	814,894.00	.00	.00	.00	449,752.79	365,141.21	
	20000	10	15	763,311.00	.00	.00	103,050.89	434,999.11	225,261.00	
	20000	10	16	1,400,669.65	.00	95,928.05	1,129,020.15	.00	175,721.45	
	20000	88	14	87,920.00	.00	.00	.00	15,985.27	71,934.73	
	20000	88	15	189,620.00	.00	774.06	2,352.75	18,765.51	167,727.68	
	20000	88	16	33,492.00	.00	21,689.01	5,333.39	.00	6,469.60	
	20000	90	14	57,000.00	.00	.00	.00	57,000.00	.00	
				<u>3,346,906.65</u>		<u>118,391.12</u>	<u>1,239,757.18</u>	<u>976,502.68</u>	<u>1,012,255.67</u>	
Business Unit Totals				3,346,906.65	.00	118,391.12	1,239,757.18	976,502.68	1,012,255.67	1,329,021.08

Report Name: OCGL0056.RPT
Query Title: OCP_GL0056_BUDGET_BAL

AGENDA ITEM # 2a-1

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AGENDA ITEM # 2a-2

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STATE BOARD OF ARCHITECTS



State of Oklahoma
Office of State Finance
Allotment Budget and Available Cash
As Of February 29, 2016

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<u>Business Unit</u>	<u>Class</u>	<u>Dept</u>	<u>Bud Ref</u>	<u>Allocations</u>	<u>Pre Encumbered</u>	<u>Encumbered</u>	<u>Current Yr Exp</u>	<u>Prior Yr Exp</u>	<u>Allotment Budget</u>	<u>Available Cash</u>
Grand Totals				<u>3,346,906.65</u>	<u>-</u>	<u>118,391.12</u>	<u>1,239,757.18</u>	<u>976,502.68</u>	<u>1,012,255.67</u>	<u>1,329,021.08</u>

Report Name: OCGL0056.RPT
Query Title: OCP_GL0056_BUDGET_BAL

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STATE BOARD OF ARCHITECTS

AGENDA ITEM # Ja-2

APR 06 2016

STATE BOARD OF ARCHITECTS



State of Oklahoma
Office of State Finance
Summary of Receipts and Disbursements
From Business Unit 04500 To Business Unit 04500
For the Month of February, 2016

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BUSINESS UNIT 04500
CLASS 79901

Accounting Period	Revenue (Credit) Debit 4xxxxx	Expenditures (Credit) Debit 5xxxxx	Change in Liabilities (Incr) Debit 2xxxxx	Change in Receivables (Incr) Debit 1xxxxx	Net Payroll Withholdings (Credit) Debit 633xxx	Transfers In (Credit) 631100	Transfers Out Debit 621000, 631200 and 499600	Balance Or Changes In Investment (Credit) Debit 632100	Ending Cash Balance
0-Begin Bal			0.00	0.00				0.00	0.00
1-Jul	(278,275.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	278,275.00
2-Aug	251,475.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26,800.00
3-Sep	11,432.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,367.33
4-Oct	(5,657.67)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,025.00
5-Nov	3,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,825.00
6-Dec	829.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,995.80
7-Jan	5,095.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,900.00
8-Feb	(1,725.00)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,625.00
9-Mar	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,625.00
10-Apr	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,625.00
11-May	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,625.00
12-Jun	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,625.00
Column Totals:	(13,625.00)	0.00	0.00	0.00	0.00	0.00	0.00		

Current Ledger Balance:

Class/Fund Balances:

	0.00	13,625.00
Current Ledger Balance-Liabilities:		0.00
Current Ledger Balance-Receipts:		0.00
*Budgeted Cash Balance:		13,625.00

*Should agree with Cash Balance from Allotment Budget and Cash Balance (ABC) report.

Report Name: OCG0059

Query Title: OCP_GL0059

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AGENDA ITEM # 2A-1

AGENDA ITEM # 2A-2

JUN 01 2016

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STATE BOARD OF ARCHITECTS

STATE BOARD OF ARCHITECTS



State of Oklahoma
Office of State Finance
Summary of Receipts and Disbursements
From Business Unit 04500 To Business Unit 04500
For the Month of February, 2016

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BUSINESS UNIT 04500
CLASS 200

Accounting Period	Revenue (Credit) Debit 4xxxxx	Expenditures (Credit) Debit 5xxxxx	Change in Liabilities (Incr) Deccr 2xxxxx	Change in Receivables (Incr) Deccr 1xxxxx	Net Payroll Withholdings (Credit) Debit 633xxx	Transfers In (Credit) 631100	Transfers Out Debit 621000, 631200 and 499600	Balance Or Changes In Investment (Credit) Debit 632100	Ending Cash Balance
0-Begin Bal			0.00	0.00				0.00	2,214,667.63
1-Jul	0.00	109,856.19	0.00	0.00	0.00	0.00	0.00	0.00	2,104,811.44
2-Aug	(252,900.00)	43,205.08	(160.00)	0.00	0.00	0.00	0.00	0.00	2,314,666.36
3-Sep	(24,837.50)	51,883.33	68.20	0.00	0.00	0.00	0.00	0.00	2,287,552.33
4-Oct	(14,157.33)	30,723.14	91.80	0.00	0.00	0.00	0.00	0.00	2,270,894.72
5-Nov	(19,430.00)	898,578.38	0.00	0.00	0.00	0.00	0.00	0.00	1,391,746.34
6-Dec	(16,297.50)	34,150.98	0.00	0.00	0.00	0.00	0.00	0.00	1,373,892.86
7-Jan	(15,485.80)	35,884.26	0.00	0.00	0.00	0.00	0.00	0.00	1,353,494.40
8-Feb	(11,002.50)	35,475.82	0.00	0.00	0.00	0.00	0.00	0.00	1,329,021.08
Column Totals:	(354,110.63)	1,239,757.18	0.00	0.00	0.00	0.00	0.00		
Current Ledger Balance:			0.00	0.00					
Class/Fund Balances:								0.00	1,329,021.08
								Current Ledger Balance-Liabilities:	0.00
								Current Ledger Balance-Receipts:	0.00
								*Budgeted Cash Balance:	1,329,021.08

*Should agree with Cash Balance from Allotment Budget and Cash Balance (ABC) report.

Report Name: OCG0059
Query Title: OCP_GL0059

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STATE BOARD OF ARCHITECTS

STATE BOARD OF ARCHITECTS



State of Oklahoma
Office of State Finance
Summary of Receipts and Disbursements
From Business Unit 04500 To Business Unit 04500
For the Month of February, 2016

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BUSINESS UNIT 04500

CLASS

Accounting Period	Revenue (Credit) Debit 4xxxxx	Expenditures (Credit) Debit 5xxxxx	Change in Liabilities (Incr) Decr 2xxxxx	Change in Receivables (Incr) Decr 1xxxxx	Net Payroll Withholdings (Credit) Debit 633xxx	Transfers In (Credit) 631100	Transfers Out Debit 621000, 631200 and 499600	Balance Or Changes In Investment (Credit) Debit 632100	Ending Cash Balance
Column Totals:	(367,735.63)	1,239,757.18	0.00	0.00	0.00	0.00	0.00		
Prior Year APBU Balance:			0.00	0.00					
Current AP Business Unit Balance:			0.00	0.00					
Business Unit Balances:							0.00	1,342,646.08	

Handwritten:
New
3/1/2016 4 1,341,373.58
- 1272.50

Report Name: OCGL0059

Query Title: OCP_GL0059

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