

**MINUTES**  
**SC Board of Architectural Examiners**  
**Board Meeting**  
**May 18, 2022**

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**Meeting Called to Order**

Anthony Lawrence, Vice-Chairman, called the meeting to order at 9:47 a.m. Other members participating were J. Sanders Tate, Charles Muldrow and Amanda Green.

Staff members participating in this meeting included Lenora Addison-Miles, Administrator; Alice DeBorde, Program Coordinator; and Stacey Hewson, Advice Counsel.

**Statement of Public Notice**

Mr. Lawrence announced that public notice of this meeting was properly posted at the S. C. Board of Architectural Examiners office, Synergy Business Park, Kingstree Building, on the board website, and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

**Approval of the November 16, 2021, February 10, 2022, and April 21, 2022, Conference Call Meeting Minutes**

**Motion:** To approve the minutes as presented. Muldrow/Tate/Approved.

**Approval of Agenda**

**Motion:** To approve the agenda as submitted. Muldrow/Green/Approved.

**Approval of Excused Absences**

Members Brad Smith and James Stevens were unable to attend due to prior commitments.

**Motion:** To approve the excused absences. Muldrow/Tate/Approved.

**Election of Officers**

**Motion:** The nominate Brad Smith to serve as Chair of the Board, effective July 1, 2022, through June 30, 2023. Muldrow/Tate/Approved.

**Motion:** To nominate Anthony Lawrence, Vice-Chair and Amanda Green to serve as Secretary, effective July 1, 2022, through June 30, 2023. Muldrow/Tate/Approved.

## Reports

### Office of Investigations and Enforcement Report

From January 1, 2022 – May 18, 2022, 6 complaints, 1 active and two closed. The Board accepted this as information.

### Investigative Review Committee Report

The following IRC Recommendations were submitted to the Board as a result of the January 12, 2022 and May 4, 2022, IRC meetings:

<b>Case No.</b>	<b>Action</b>
2021-15	Dismiss
2021-13	Dismiss
2021-22	Cease & Desist
2021-19	Dismiss
2021-20	Dismiss
2022-2	Dismiss
2021-46	Cease & Desist
2021-45	Cease & Desist
2021-23	Cease & Desist
2021-17	Formal Complaint
2021-36	Formal Complaint
2021-33	Formal Complaint
2021-35	Formal Complaint
2021-37	Formal Complaint
2021-38	Formal Complaint
2021-44	Formal Complaint
2021-34	Formal Complaint

**Motion:** To approve IRC recommendations Tate/Green/Approved.

### Office of Disciplinary Counsel Report

As of May 11, 2022, nine (9) cases have been opened, five (5) are pending a hearing and sixteen (16) have been closed since the last report. The board accepted this as information.

**Administrator's Report**

**Number of Active Credentials by Prefix and Subcategory**  
**Board: ARCHITECT**  
**as of 4/27/2022**

<b>Credential</b>	<b>Description</b>	<b>Count</b>
<b>AR</b>	<b>Architect</b>	<b>4527</b>
<b>ARA</b>	<b>Partnership Firm</b>	<b>10</b>
<b>ARB</b>	<b>Business Corporation Firm</b>	<b>114</b>
<b>ARC</b>	<b>Professional Association Firm</b>	<b>59</b>
<b>ARD</b>	<b>Sole Proprietor Firm</b>	<b>18</b>
<b>ARF</b>	<b>Firms</b>	<b>1473</b>
	<b>Subt Total</b>	<b>6201</b>

**Number of Active Credentials by Prefix and Subcategory**  
**Board: ARCHITECT**  
**as of 5/3/2021**

<b>Credential</b>	<b>Description</b>	<b>Count</b>
<b>AR</b>	<b>Architect</b>	<b>4501</b>
<b>ARA</b>	<b>Partnership Firm</b>	<b>10</b>
<b>ARB</b>	<b>Business Corporation Firm</b>	<b>121</b>
<b>ARC</b>	<b>Professional Association Firm</b>	<b>63</b>
<b>ARD</b>	<b>Sole Proprietor Firm</b>	<b>20</b>
<b>ARF</b>	<b>Firms</b>	<b>1456</b>
	<b>Subt Total</b>	<b>6171</b>

**Financial Reports**

The board accepted as information the April 2022 Financial Reports.

## **Board Reports**

Member Muldrow reminded the board at the November 2021 meeting, member Smith indicated he would like the board to consider revising the laws/regulations as they relate to electronic sealing of drawings. Since the laws are not up-to-date with technology, the definition needs to be updated, with specific requirements for signing and sealing electronic documents. At the November meeting, member Lawrence volunteered to research this matter with assistance from members Smith and Muldrow.

## **NCARB Regional Meeting Report**

This item will be discussed with the 2022 NCARB Resolutions.

## **Disciplinary Hearings**

No disciplinary hearings this meeting.

## **Application Hearings**

No application hearings this meeting.

## **New Business**

### **CE Broker**

Deb Carter, Client Success Manager with CE Broker, spoke to the board via conference call regarding CE Broker and the services it can provide to licensee as it relates to maintaining continuing education records and CE audit processes.

**Motion:** To accept the information as presented and to discuss further with the members and Administrator to determine how the board wishes to proceed with CE audits and record keeping in the future. The board will discuss the CE Broker system versus the board's current processes as it relates to CE audits. Tate/Muldrow/Approved.

After further discussion, the board agreed to keep the current processing system in place.

## **NCARB 2022 Resolutions**

Members Tate and Smith attended the 2022 NCARB Regional Meeting. One of the highlights of the meeting was the launch of the Practice ARE Exam on NCARB's Website.

The board accepted the NCARB 2022 Resolutions as information.

## **Funding Requests**

### **AXP (Architectural Experience Program)**

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**AXP** – The board considered a request from Clemson University, School of Architecture for \$10,000 to pay the AXP registration/enrollment fees for students.

**Motion:** To approve funding of \$10,000 to Clemson University for AXP enrollment.  
Muldraw/Tate/Approved.

### **Clemson University, Emery A. Gunnin Architecture Library**

**Library Funding** - The Board considered a request from Clemson Gunnin Architecture Library for \$35,000 from the Board's Education and Research Fund for the purchase of materials for the Architecture Library.

**Motion:** To approve funding of \$35,000 to Clemson Gunnin Architecture Library.  
Muldraw/Tate/Approved.

### **Public Comments**

No public comments.

The next meeting of the SC Board of Architectural Examiners will be September 28, 2022.

**Motion:** To adjourn the meeting. Green/Tate/Approved. The meeting adjourned at 10:52 a.m.

Respectfully submitted,



Alice M. DeBorde, Program Coordinator