MINUTES
S.C. Board of Architectural Examiners
9:30 a.m., September 16, 2026
Synergy Business Park, Kingstree Building
110 Centerview Drive, Low Country Conference Room
Columbia, SC

Meeting Called to Order

Michael Allen, Chairperson, called the meeting to order at 9:30 a.m. Other members participating were Amanda Green, J. Sanders Tate, William Lyles, and Thomas B. Benjamin.

Staff members participating in this meeting included Lenora Addison-Miles, Board Executive; Charlie Gwynne, Advice Counsel; Alexis Bell and Cecelia Donato, Office of Disciplinary Counsel, Wattie Wharton and Charles Turkal, Office of Investigations and Enforcement, and Yasir Jenkins, Office of Technology and Security.

Sean Cary (Creel Court Reporting) served as the court reporter.

Statement of Public Notice

Ms. Addison-Miles 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 Agenda

Motion: Mr. Lyles made a motion to approve the agenda. Mr. Tate seconded the motion which carried unanimously.

Approval of the May 6, 2026 Meeting Minutes

Motion: Mr. Lyles made a motion to approve the minutes as submitted. Ms. Green seconded the motion which carried unanimously.

Approval of Excused Absences

All members were present.

Reports

Office of Investigations and Enforcement Report

Mr. Wharton provided the OIE status report. From January 2, 2026 to September 14, 2026 there were a total of 12 complaints received, no active investigations, and five cases have been closed. The board accepted this as information.

Investigative Review Conference Report

Mr. Benjamin was recused from the IRC reports.

The April 22, 2026 IRC recommended one case for dismissal, one letter of caution, and four formal complaints.

Motion: Mr. Tate made a motion to approve case 2026-2 for dismissal. Mr. Lyles seconded the motion which carried unanimously.

Motion: Mr. Tate made a motion to approve formal complaints for cases 2025-17, 2025-18, 2026-3, and 2026-4. Mr. Lyles seconded the motion which carried unanimously.

Motion: Mr. Lyles made a motion to approve a letter of caution for case 2025-12. Mr. Tate seconded the motion which carried unanimously.

The September 9, 2026 IRC recommended one case for a letter of caution and one formal complaint.

Motion: Mr. Tate made a motion to accept the September report as presented. Mr. Lyles seconded the motion which carried unanimously.

Office of Disciplinary Counsel Report

Cecilia Donato presented the ODC status report. As of September 11, 2026, eight (8) cases are open, four (4) pending hearings and agreements, and three (3) closed since January. The board accepted this as information.

Board Executive's Report

Number of Active Credentials by Prefix and Subcategory
Board: Architect
as of September 9, 2026

Credential	Description	Count
AR	Architect	5058
ARA	Partnership Firm	7
ARB	Business Corporation Firm	96
ARC	Professional Association Firm	52
ARD	Sole Proprietor Firm	15

ARF	Firms	1645
	Total	**6873**

Financial Report

The board accepted the July 2026 financial reports and the Education and Research Fund history of funding as information.

Board Member Reports

There were no Board member reports.

New Business

Disciplinary Hearings (Closed Session)

The Board held a hearing in Case 2025-3 - Elizabeth C. Baker (Memorandum of Agreement ("MOA")). This matter was recorded by a court reporter to provide a verbatim transcript should one be necessary. Mr. Benjamin was recused from the hearing.

Motion: Mr. Lyles made a motion to enter executive session for legal advice. Mr. Tate seconded the motion which carried unanimously.

Motion: Mr. Tate made a motion to exit executive session where no votes were taken. Ms. Green seconded the motion which carried unanimously.

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Motion: Mr. Lyles made a motion to accept the MOA and issue a public reprimand with no fines. Mr. Tate seconded the motion which carried unanimously.

The Board held a hearing in Case 2025-11 (Stipulation of Facts ("SOF")). This matter was recorded by a court reporter to provide a verbatim transcript should one be necessary. Mr. Benjamin was recused from the hearing.

Motion: Mr. Lyles made a motion to enter executive session for legal advice. Mr. Tate seconded the motion which carried unanimously.

Motion: Mr. Lyles made a motion to exit executive session where no votes were taken. Ms. Green seconded the motion which carried unanimously.

Motion: Mr. Tate made a motion to accept the SOF and find that the State met the burden of proof regarding a violation of §40-3-30(A) and §40-3-30(D) and issue a non-disciplinary letter of caution. Mr. Lyles seconded the motion which carried unanimously.

Motion: Mr. Lyles made a motion to exit closed session. Ms. Green seconded the motion which carried unanimously.

New Business

Education and Research Fund FY27 Budget

Ms. Miles informed the Board that the agency must have authorization from the General Assembly to spend money in this Special Fund. As spending and expenses increase, the agency must be mindful of spending limits. The fiscal year 2027 budget has been set at $50,000. Any plans for spending from the Special Fund must come within that budget. When considering funding requests, the Board must be mindful of the limit.

2027 Board Meeting Dates

The Board reviewed the proposed 2027 meeting dates.

Motion: Mr. Lyles made a motion to defer this item until the November meeting. Mr. Tate seconded the motion which carried unanimously.

2026 NCARB Member Board Chairs and Member Board Executives Leadership Summit Travel

The NCARB Leadership Summit will be held in Memphis, TN, October 9-10, 2026. Travel will be funded by NCARB. Mr. Tate will represent the Board.

Motion: Ms. Green made a motion to approve travel for Mr. Tate. Mr. Lyles seconded the motion which carried unanimously.

Unfinished Business

No unfinished business this meeting.

Public Comments

No public comments.

The next meeting of the SC Board of Architectural Examiners is November 4, 2026.

Motion: Mr. Tate made a motion to adjourn the meeting. Mr. Lyles seconded the motion which carried unanimously. The meeting adjourned at 11:42 a.m.

Respectfully submitted: Lenora Addison-Miles, Board Executive