

**MINUTES**  
**SC Board of Landscape Architectural Examiners Board Meeting**  
**July 20, 2016 at 10:00 a.m.**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive, Room 202-02**  
**Columbia, SC**

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**Call to Order**

Chairman McLeod called the meeting to order at 10:07 a.m.

**Statement of Public Notice**

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

**Introduction of Board Members and Others**

Board members present included: J. Parks McLeod, PLA, Chairman; John A. Tarkany, PLA, Vice-Chairman; Laura G. Dukes, PLA; Edward A. Kinney, PLA; Jean Catalano, Public Member; and T. Scott Bolser, Public Member.

Staff members present included: Molly Price, Administrator; Hardwick Stuart, Esq., Office of Advice Counsel; and Sherri F. Moorer, Program Assistant.

Others present included: Gayle Smith (Creel Court Reporting).

**Approval of Minutes**

Mr. McLeod asked for proposed changes to the minutes of the May 18, 2016, meeting.

**MOTION:** To approve the minutes of the May 18, 2016. Dukes/Catalano/approved.

**Staff Reports**

1. Mrs. Price said there are no cases in the Office of Investigations and Enforcement.
2. Mrs. Price said there are no cases in the Office of Disciplinary Counsel.
3. Mrs. Price said there is no Investigative Review Committee Report.
4. Mrs. Price said the Board currently has 640 individual landscape architects, 170 firms, and 29 exam candidates actively licensed. A list of staff level licenses issued since May 12, 2016, is included in the meeting handouts. The Board had a cash balance of \$164,026.43 as of June 30, 2016. The next CLARB In-The-Know webcast is scheduled for July 28, 2016, at 3 p.m. The topic is "Deconstructing Data." Information to access the meeting was forwarded to Board members by email on July 7, 2016. The CLARB Region III Virtual Meeting will be held on August 29, 2016, at 3:30 p.m. Information to access the meeting was forwarded to Board members on July 11, 2016. The next Board meeting is scheduled for October 19, 2016. The Board will post a newsletter in late 2016. Mrs. Price asked Board members to let staff know if they have information to include in a newsletter that will post on the Board website in late 2016.

## Board Reports

1. **Board License Plates.** Mrs. Dukes showed the Board members the specialty license plate for the Board of Landscape Architectural Examiners.

## Unfinished Business

1. **Criminal Violations Discussion.** The Board reviewed information prepared by Mr. Stuart on criminal violations and crimes of moral turpitude that may be grounds for denial of licensure.

**MOTION:** To set parameters for staff to review at ten years for criminal convictions, with the guidance of the Chairman to determine if it warrants a full Board hearing. Kinney/Tarkany/approved.

## New Business

1. **Schedule 2017 Board Meeting Dates.** Meetings will be held at the SC Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building, 110 Centerview Drive, Room 204, Columbia, SC.

Proposed meeting dates are:

- February 1, 2017
- May 3, 2017
- July 19, 2017
- October 18, 2017

**MOTION:** To approve the proposed meeting dates for 2017. Dukes/Kinney/approved

2. **CLARB Election of Officers.** The Board reviewed the slate of candidates for CLARB elections at the 2017 Annual Meeting.

**MOTION:** To allow Mr. Tarkany to be responsible for the ballot. Dukes/Catalano/approved

3. **Strategic Planning.** Mrs. Catalano asked if the Board is doing strategic planning. The Board asked that staff contact CLARB for a copy of the presentation from the 2016 Annual Meeting, and to query other Boards for their strategic planning topics.

**MOTION:** To enter executive session for legal advice. Dukes/Catalano/approved.

**MOTION:** To exit executive session. Dukes/Tarkany/approved.

Mr. McLeod said no votes were taken during executive session.

There being no further business:

**MOTION:** To adjourn. Catalano/Dukes/approved.

The meeting adjourned at 11:10 a.m.

Respectfully Submitted,



Sherri F. Moorner, Program Assistant