



# **Board of Architects**

## **Office of Professional Regulation, Vermont Secretary of State**

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### **Minutes June 3, 2024 Via Microsoft Teams**

1. The meeting was called to order at 10:16 a.m.

Members present via Microsoft Teams: Rebecca Campbell; Eileen Hee; Keith Robinson; and Beth Chenette. Absent: Kirk Moore, Matt Lutz, and Jenna Simanskas.

OPR Personnel present via Microsoft Teams: Noura Eltabbakh, Staff Attorney; Tara Grenier, Deputy Director, Dylan Bruce, Policy & Research Manager; and Kara Shangraw, Licensing Administrator.

2. **Changes to the Agenda**

Budget presentation from Tara Grenier and Dylan Bruce.

Contractor Licensing update.

3. **Minutes** The Chair called for the approval of the minutes from the March 18<sup>th</sup> meeting. Mr. Robinson made a motion, seconded by Ms. Chenette, to approve the minutes of the March 18, 2024, meeting as presented. Motion passed.

4. **Disciplinary Matters**

5. **Administrative Updates**

Deputy Director Grenier and Mr. Bruce gave the Board an update on their budget.

Attorney Eltabbakh gave the Board an update on the new contractors licensing.

6. **Topics for Discussion**

7. **Correspondence**

8. **File Review**

Ms. Hee made a motion, seconded by Mr. Robinson, to approve the individuals listed below to sit for the NCARB examination. Motion passed unanimously.

Hudson, Katelyn (approval to sit for ARE's)

Donnelly, Michael (approval to sit for ARE's)

9. **Other Business**

10. **Public Comment**

11. **Adjourn** There being no further business, the meeting adjourned at 11:13 a.m.

Next Scheduled Meeting – September 3, 2024  
Please check the office [website](#) for updates