

ALABAMA BOARD OF EXAMINERS OF LANDSCAPE ARCHITECTS

MINUTES Board Meeting April 30, 2019

The Alabama Board of Examiners of Landscape Architects met on Tuesday, April 30, 2019 at the Board's office located at 2777 Zelda Road in Montgomery, to conduct regular business of the Board. The following members were in attendance: Mr. Larry Bates (Chairman), Ms. Lea Ann Macknally (Secretary) and Mr. Chad Watkins (member). Others in attendance at the meeting were Mr. Keith Warren (Executive Director), Ms. Bettie Carmack (Board Legal Counsel), and Ms. Renee' Reames (recorder of meeting minutes). A guest was present. Chairman Bates called the meeting to order at 10:00 a.m., acknowledging that a quorum of the members was present.

Public notice of this regularly scheduled meeting was published on the Secretary of State's web site at www.sos.alabama.gov in accordance with the requirements of the Alabama Open Meetings Act and advertised on the Board's web site at www.abela.alabama.gov.

Chairman Bates presented to the members for their approval a copy of the minutes from the September 6, 2018 regular business meeting and February 5, 2019 special/called meeting. A copy of the minutes was provided to the members prior to the meeting. Ms. Macknally made a motion to approve the September and February minutes as presented. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Mr. Warren inquired about recommending Ms. Julie Stephens to serve on the Board in the position currently held by Mr. Bates. The Board concurred and recommended that her name be submitted to the Governor for appointment consideration.

Mr. Warren introduced Mr. Mike Weeks, Legislative Liaison contracted by Warren & Company, Inc.

Mr. Warren presented the Executive Director's Report (copy filed in the Official Book of Minutes). He reviewed the financial activities of the Board for the period ending March 31, 2019 and funds available through the end of FY 2019. A detailed line item budget of expenditures was also provided for the Board's review. Ms. Macknally made a motion to approve the financial report as presented. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Mr. Warren reported on the number of active licensees (276) and stated that the Board had not received any new complaints in FY 2019. He also presented the Administrator's Report of activities (reports can be viewed in the Board's Official Book of Minutes).

Mr. Warren commented on Ms. Moorer (Board Administrator) being unable to attend the meeting due to illness. The Board members expressed their wishes for Ms. Moorer's quick recovery.

Mr. Mike Weeks commented on the Board's proposed legislation. After his update on its status this Legislative Session, he encouraged the members to contact their legislators to support the bill. Ms. Macknally made a motion that the Executive Director prepare a letter of appreciation to Representative Lipscomb, sponsor of the legislative bill, for the Board Chairman's signature. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

Mr. Warren commended on the proposed issue that failed to sweep Board funds into the General Fund at the end of the fiscal year.

Ms. Macknally reported that at a Twin State conference held in the Fall of 2018, she presented a certificate of appreciation to former Board member, Ms. Lois Mash, on behalf of the Board.

Ms. Carmack, Legal Counsel, indicated that she had no new legal business to report.

Ms. Carmack present the bid responses to the Administrative Services Contract request for bids. She reported that one bid was received from the Board's current management company, Warren & Company, Inc. The Board members reviewed the bid response, noting that the current management contract with Warren & Company ended April 30, 2019. Mr. Warren commended on changes in the new proposal. Ms. Macknally made a motion that the proposed bid by Warren & Company, Inc. be approved as submitted and a letter be prepared for the Board Chairman's signature accepting the bid. The motion was seconded by Mr. Watkins and unanimously approved by the Board.

The Board members discussed Board terms. Ms. Macknally indicated that she was interested in reappointment to the Board and the Board discussed Mr. Bates' position to be filled by another appointee.

Mr. Warren presented several licensing applications for the Board's approval and signatures. Mr. Watkins moved to ratify the approval of these applications as previously reviewed and approved by each Board member. The motion was seconded by Ms. Macknally and unanimously approved by the Board (list of applications filed in the Board's Official Board of Minutes).

Mr. Warren reported that the annual election of Board officers was due. Mr. Bates nominated Ms. Macknally as Board Chair and Mr. Watkins as Board Secretary. There were no other nominations from the positions and the nomination was unanimously accepted by the Board.

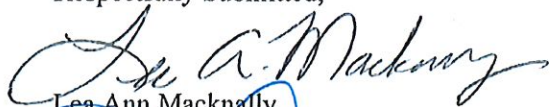
Ms. Macknally announced that she was being considered for CLARB's Regional Director and the Board members offered their support.

Chairman Bates requested that discussion continue concerning the Code of Conduct and that this matter be placed on the October Board meeting agenda.

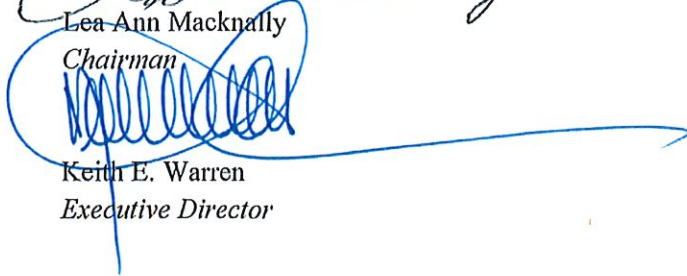
Chairman Bates announced that the next meeting of the Board is scheduled October 8, 2019 at 10:00 a.m.

There being no further business of the Board, Ms. Macknally made the motion that the meeting be adjourn and Mr. Watkins seconded the motion. The motion was unanimously approved by the Board and Mr. Bates adjourned the meeting at 10:54 a.m.

Respectfully Submitted,



Lea Ann Macknally
Chairman



Keith E. Warren
Executive Director

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