

AGENDA
Louisiana State Board of Architectural Examiners
Baton Rouge, Louisiana
December 14, 2012
10:30 AM

1. Call to order by the President.
2. Approval of minutes from the meeting held September 21, 2012.
3. IDP Report - Marsha Cuddeback (to be handed out at board meeting).
4. Executive Director's primary office functions:
 - A. Preparation for 2013 renewals. Processing of 2012 firm renewals and delinquent firm renewals.
 - B. Processing 2013 renewals.
 - C. Preparation for Newsletter.
 - D. Preparation of Customer Service Questionnaire.
 - E. Attendance:
 1. September 27 through 29 - AIALA Design Conference and New Licensee Award Luncheon/Lafayette.
 2. October 3 through November 4 – MBE and MBC/Boston .
 3. December 6 – FMO roundtable with McKinney.
5. Legal - Paul Spaht
 - A. NOI/Rule 1303 (description of architect stamp or seal) appeared in November 20, 2012 LA Register
 - B. NOI/Rule 1905/1907 (General Disciplinary Guidelines) appeared in November 20, 2012 LA Register.
 - C. Military Bill/Proposed wording from Dan Taylor, NCARB Attorney.
 1. Related emails.
 2. Carsen letter dated August 6, 2012 (Department of Veteran Affairs).
 3. Military Bill Digest.
 4. Military Bill (Act 276).
 - D. Letter from Robert Swan dated November 5, 2012 (firm practice) Construction Document Consultants, LLC.

- E. John Laudun email dated December 4, 2012/emeritus status.
- F. Fire Marshal Roundtable (December 6, 2012) Mckinney (info only).
 - 1. McKinney notes.
 - 2. Attendance sheet.
 - 3. Emails relating to Fire Alarms and Sprinkler Systems.
 - 4. Agenda
 - 5. Chart prepared by Contractor's Board.
- G. Jay Caillouet/continuing education exemption /college course at Tulane.
- H. Enforcement Report/Eddleman.
- 6. Customer Service Questionnaire results.
- 7. Review of November, 2012 Budget Report.
- 8. Proposed 2013 meeting dates:
 - Friday, March, 1
 - Friday, June 14
 - Friday, September 20
 - Friday, December 13

SC/NCARB	Charleston, SC	March, 2013
Annual NCARB	San Diego, CA	June, 2013