



CANNON BUILDING
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STATE OF DELAWARE
BOARD OF ARCHITECTS

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PUBLIC MEETING MINUTES:	BOARD OF ARCHITECTS
MEETING DATE AND TIME:	Wednesday, January 6, 2016 at 12:00 p.m.
PLACE:	861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware
MINUTES APPROVED:	February 3, 2016

MEMBERS PRESENT

Kevin Wilson, RA, Professional Member, President
Paul Guggenberger, RA, Professional Member, Secretary
Todd Breck, RA, Professional Member (Speaker Phone)
Robert Maffia, RA, Professional Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Flora Peer, Administrative Specialist II
Jennifer Singh, Deputy Attorney General (arrived at 12:45)

ABSENT

OTHERS PRESENT

Nancy Payne, AIA Delaware

Call to Order

Mr. Wilson called the meeting to order at 12:15p.m.

Continued Discussion of Architects/Engineers Handbook

Mr. Maffia stated that he reviewed the information provided by Mr. Breck at the end of the last meeting. The Subcommittee reviewed page 2 of the Handbook and agreed that parts 1, 2 and 3 needed to be rewritten and reviewed by the JAC. Mr. Maffia stated that he would prepare language for Board review at the February meeting.

Adjournment

With no further business before the board, Mr. Wilson made a motion, seconded by Mr. Guggenberger to adjourn the public meeting. The motion carried unanimously. The meeting adjourned at 12:51 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Flora Peer". The signature is written in a cursive, flowing style with some loops and flourishes.

Flora Peer
Administrative Assistant II