



CANNON BUILDING  
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DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE**  
**BOARD OF LANDSCAPE ARCHITECTURE**

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**PUBLIC MEETING MINUTES: BOARD OF LANDSCAPE ARCHITECTURE**

**MEETING DATE AND TIME: Thursday, November 8, 2018 at 9:00 a.m.**

**PLACE:** Conference Room C, Cannon Bldg,  
861 Silver Lake Blvd Dover, DE 19904

**MINUTES APPROVED:**

**MEMBERS PRESENT**

Jeff Clark, Professional Member, President  
Timothy Metzner, Professional Member, Secretary  
Julie Bruck, Professional Member  
Mary Ann Whidby, Public Member

**MEMBERS ABSENT**

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Singh, Deputy Attorney General  
Lisa Smith, Administrative Specialist II

**OTHERS PRESENT**

There we no others present.

**CALL TO ORDER**

Mr. Clark called the meeting to order 9:02 a.m.

**REVIEW OF MINUTES**

The Board reviewed the minutes of the August 9, 2018 meeting. Mr. Metzner made a motion, seconded by Ms. Bruck to approve the minutes as presented. By unanimous vote, the motion carried.

**New Business**

**Review of LA Application(s) by Exam**

Mr. Metzner made a motion, seconded by Ms. Whidby to approve the Hannah Thomas to sit for the CLARB Exam. Ms. Thomas will need to complete two years of professional experience under the supervision of a licensed landscape architect in order for her Delaware Landscape Architect License to be issued. By unanimous vote, the motion carried.

Ratification of Application(s) by Reciprocity

Mr. Metzner made a motion, seconded by Ms. Bruck to ratify the applications for licensure by reciprocity for the following applications:

Eric Sturm  
Nicole Rudy  
John Glase

By unanimous vote, the motion carried.

Ratification of LA Re-Application(s)

Ms. Bruck made a motion, seconded by Ms. Whidby to ratify the Re-application submitted by Matthew Kwitkowski. By unanimous vote, the motion carried.

Other Business before the Board

The members of the Board discussed the 2019 Post-Renewal audit. The Board decided to audit 10 percent of all active licensees.

Public Comment

There was no public comment.


Next Meeting Date

The Board will hold the next scheduled meeting on February 14, 2019 at 9:00 a.m., in Conference Room "B" of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

Adjournment

There being no further business, Mr. Metzner made a motion, seconded by Ms. Bruck to adjourn the meeting. The meeting was adjourned at 9:31 a.m.

Respectfully submitted,



Lisa Smith  
Administrative Specialist II  
Board of Landscape Architects