



Louisiana

Office of the Governor
State Board of Examiners
of Interior Designers

BOARD MEETING MINUTES

Date: **JUNE 25, 2020**

Time: **12:00 pm**

Place: **via Zoom- meeting link to join zoom or telephone were on the agenda**

- Due to Covid-19, this Board certifies that it would be unable to operate due to quorum requirements.
- **Legislative Action, specifically in Act 302 of the 2020 Regular Session (R.S. 42:17.1)**

A) This new addition to Louisiana's Open Meetings Law creates a framework in which a public body may conduct, and its members may attend and participate in, a meeting via electronic means provided all of the following:

1) The Governor has declared a state of emergency for the area in which the board would meet, and the nature of the public emergency would make an open meeting detrimental to the health, safety, or welfare of the public.

2) The board's presiding officer, Deborah Steinmetz, Chairman, certifies that the agenda of the meeting is limited to one or more of the following:

- Matters directly related to the board's response to the emergency and critical to the health, safety, or welfare of the public;
 - Matters that, if they are delayed, would cause curtailment of vital public services or severe economic dislocation and hardship;
 - Matters that are critical to the continuation of the business of the board and cannot be postponed due to a legal requirement or other deadline that cannot be postponed or delayed.
- According to guidelines put in place by the Attorney General of the State of Louisiana on how to handle public meetings pursuant to Governor John Bel Edwards' Proclamation Number JBE 2020 - 30, when a Board meets via livestream, the agenda must be read aloud and a reasonable amount of time must be allowed for public comment to be submitted.
On Thursday, June 25, 2020 the meeting agenda will be read at 12:00 pm. The public will be allowed to submit public comment on the following agenda items until 12:30 pm via email to admin@lsbid.org, calling 225-295-8425, or joining the live stream of the zoom meeting. Any comments submitted prior to 12:30 pm will be read to the Board members at the start of the meeting.

12:00 pm Reading of the Agenda

12:30 pm

I. CALL TO ORDER AND ROLL CALL
D. Steinmetz- Chairman, T. Ritchie- Vice-Chairman, D. Lamb- Treasurer, M. Johnston-Secretary, K. Hazel
Absent: M. Verdigets, E. Walther
Others present: Anna Dow and Sandy Edmonds

II. PUBLIC COMMENT on today's agenda items (3 minutes per person)
No emails, no phone calls, no live comment

III. OLD BUSINESS
a. Chairman's Report- D. Steinmetz
b. Administrative report- S. Edmonds
c. Legal/Disciplinary Report- A. Dow
 1. Legislative update

IV. Approval of minutes from February 27, 2020
MOTION AND SECOND to approve minutes from February 27, 2020: T. Ritchie, K. Hazel. MOTION PASSED UNANIMOUSLY.

V. NEW BUSINESS

a. Approval of current financials
MOTION AND SECOND to approve financials: K. Hazel, T. Ritchie. MOTION PASSED UNANIMOUSLY.

b. Approval of fiscal 2021 budget
MOTION AND SECOND to approve proposed budget for fiscal 2021: M. Johnston, T. Ritchie. MOTION PASSED UNANIMOUSLY.

c. Application for Registered Interior Designer
 1. Carrie Smith
MOTION AND SECOND to approve Carrie Smith as LA Registered Interior Designer: D. Lamb, M. Johnston. MOTION PASSED UNANIMOUSLY.

d. Application for Intern Interior Designer
 1. Alaina Bruce
MOTION AND SECOND to approve Alaina Bruce as Intern Interior Designer: T. Ritchie, K. Hazel. MOTION PASSED UNANIMOUSLY.

e. Professional Services Contract
 1. Anna Dow
MOTION AND SECOND to approve amending the contract of Anna Dow for \$10,000 per fiscal year ending 06/30/2022: K. Hazel, D. Lamb. MOTION PASSED UNANIMOUSLY.

f. Officer elections: Chairman, Vice-Chairman, Secretary, Treasurer
MOTION AND SECOND to elect D. Steinmetz as Chairman, T. Ritchie as Vice-Chairman, D. Lamb as Treasurer, and M. Johnson as Secretary: D. Lamb, K. Hazel. MOTION PASSED UNANIMOUSLY.

- g. Fall CEU event
- h. New website review
- i. Approval of July meeting

VI. NEXT MEETING DATE –August 13, 2020

VII. ADJOURN

MOTION to adjourn: K. Hazel. MOTION PASSED UNANIMOUSLY.

Submitted by: Sandy Edmonds