

ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION  
DIVISION OF PROFESSIONAL REGULATION  
ILLINOIS ARCHITECTURE LICENSING BOARD

**Open Minutes**

Illinois Architecture Licensing Board

Date: November 4, 2022

Convened: 9:34 am

Adjourned: 11:04 am

Location: WEBEX

Members Present: E. William Reichert III, Chair  
Michelle Gillette-Murphy, Vice-Chair  
Kimberly Kurtenbach, Member  
Norman Lach, Member  
Thomas Lawler, Public Member  
Steven H. Pate, Member

Member(s) Absent: Dina Griffin, Member

Staff Present: Kyle Lazell, Design Licensing Manager  
Dolorita May, IDFPR General Counsel  
Eduardo Fernandez, IDFPR Prosecuting Attorney  
Roy Cepero, IDFPR Design Investigator

Guests Present: Eric Klinner, AIA-IL

Open Session: The Meeting was called to order at 9:34 am.  
Roll Call: The Board Members present constituted a quorum of the Board.

**I. Board Member Announcements/Comments** Mr. Reichert welcomed everyone and asked if anyone had announcements or comments.

Mr. Lach mentioned that the Prairie Chapter for AIA-IL is hosting their annual event on November 10th and is open to all licensees to gain 7.5 hours of CE.

Ms. Gillette-Murphy commented that she attended the *Risk Assessment of Windstorms* Seminar, stated that she enjoyed the seminar and recommended that the other members participate if it is offered again.

**II. Guest Announcements/Comments** Mr. Klinner shared efforts undertaken to remind members that the license renewal is underway.

### III. Licensing Manager Report

- A. Rules Update  
Mr. Lazell shared that the pending Rules packet will be reviewed by JCAR at their November meeting and upon being notified of JCAR's acceptance, the official adoption notification will be sent out to all active licensees and listed in the next quarterly newsletter.
- B. Renewal Reminder  
Mr. Lazell reminded the members that the architect license is currently under renewal and will expire on November 30, 2022.

### IV. Review of Open Minutes

The Board reviewed the open minutes of the September 23, 2022, meeting. Motion was made, seconded (Kurtenbach/Lawler) to accept the open minutes as amended. Motion passed with a quorum of members via roll call.

### V. Ongoing Business

- A. Maintaining responsible control while working remotely  
No discussion brought before the board.

### VI. Report from Subcommittees

- A. Complaint Review Committee/subcommittee  
Ms. Kurtenbach reported on the November 2, 2022, meeting.
- Complaint Statistics based on recommendations from the September 2022 meetings for each profession:
- Architect: Opened 3, Closed 3, Referred to prosecutions 0  
SE: Opened 1, Closed 1, Referred to prosecutions 0  
PE: Opened 6 Closed 1, Referred to prosecutions 0  
LS: Opened 0, Closed 0, Referred to prosecutions 0
- Complaints currently under investigation:  
Architect – 32  
SE - 7  
PE – 27  
LS – 8

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Cases currently being prosecuted:

Architect – 34

LS – 5

PE – 17

SE – 5

B. NCARB information review  
committee

Ms. Kurtenbach shared a brief report of items received by NCARB since the previous meeting.

## VII. New Business

A. Election of Officers

Mr. Lazell shared the Statutory Board officer term and duty requirements.

Call for nominations for Board Chair.

Mr. Pate nominated Mr. Reichert to be re-appointed for Chair.

Mr. Reichert accepted the nomination. Motion was made, seconded (Pate/ Gillette-Murphy) to close the nominations for Chair.

Mr. Reichert was elected as Board Chair for 2023.

Motion Roll Call: The Board Members present constituted a quorum of the Board.

Call for nominations for Board Vice-Chair.

Ms. Kurtenbach nominated Ms. Gillette-Murphy to be re-appointed for Vice-Chair. Ms. Gillette-Murphy accepted the nomination. Motion was made, seconded (Kurtenbach/Lach) to close the nominations for Vice-Chair.

Ms. Gillette-Murphy was elected as Board Vice-Chair for 2023.

Motion Roll Call: The Board Members present constituted a quorum of the Board.

B. Report: NCARB Region 4  
Educator Symposium

Mr. Lach shared a report on the symposium. One main item to note from one of the presenters is an emerging trend being seen in regional universities is the growing number of professors being hired who are not licensed as an architect.

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**Motion to move into Closed Session:**

Motion was made, seconded (Lach/Pate) to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 10:44 am. Motion passed with a quorum of members via roll call.

**VIII. Closed Session:**

A. Review of Closed Minutes

**Moved back into Open Session:** B. Review of applications

The Board Chair adjourned the Closed Session and moved the meeting back into Open Session at 10:58 am.

**IX. Motions**

Accept the recommendations made in closed session:

Motion was made, seconded (Pate/Kurtenbach) to accept the recommendations made in closed session. Motion passed with a quorum of members via roll call.

Review of closed minutes:

Motion was made, seconded (Kurtenbach/Lach) to approve the closed minutes of the September 23, 2022, meeting as written. Motion passed with a quorum of members via roll call.

Keep closed minutes closed:

Motion was made, seconded (Gillette-Murphy/Lawler) to keep the closed minutes closed. Motion passed with a quorum of members via roll call.

**X. Reminders**

Mr. Lazell reminded the Board that the next scheduled meeting is January 13, 2023.

**XI. Adjournment**

The Board Chair adjourned the meeting at 11:04 am.