

West Virginia Board of Architects



Location: Quarterly Meeting
405 Capitol Street
Charleston, West Virginia 25301

Date: August 15, 2024

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – May 16, 2024
3. Disciplinary Matters and Report of the Complaint Committee
 - a) Architect's Failure to Comply with Audit Requirements
 - b) Reinstatement or Reciprocal Applications with Disclosed Discipline
4. Action Items Regarding Registration
 - a) Applications for Review
 - b) Registration & Renewal Report
5. Financial Report
 - a) FY2024 End of the Year Actuals
 - b) FY 2025 Budget to Actual
 - c) FY2026 Appropriation Budget Submission – Due Sept. 1, 2024
 - d) Review of P-Card Purchases and Reconciliation
6. New Business
 - a) Sunset Extension Requests for Board Rules Expiring June 30, 2025
 - b) ARPL Meeting and Potential Response to article by Knee Center
 - c) Presentations to Summer Interns and Firm Interns in July and August and Future Outreach
 - d) New Architect Certificates

- e) Report from the NCARB Annual Business Meeting
- 7. Old Business / Updates / Planning
 - a) Handbook for Code Officials
 - b) Review of Executive's Annual and Sick Leave
- 8. Informational Items
 - a) Reappointment of Board Member
 - b) Auditor's Conference for Chapter 30 Boards – Nov. 7, 2024
- 9. Adjournment

Informational Items and Good of the Order

Upcoming Board Meetings

- November 14, 2024 – Subject to change

Other Upcoming Meetings

- NCARB Member Board Executive Committee Meetings
 - Virtual Meeting – August 22, 2024
 - In-Person Meeting – October 3-4, 2024
 - Washington, DC
- PCARD Coordinator Training – Oct 1 or 2, 2024
 - Davis, WV
- NCARB Board Chair and Executive Meeting – October 18-19, 2024
 - Fargo, ND
- WV Purchasing Conference (in person or virtual) – October 22-25, 2024
 - Wheeling, WV
- Auditor's Conference for Chapter 30 Boards – November 7, 2024
 - Charleston, WV
- Banking Services / Cash Handling Conference – November 12-14, 2024
 - Roanoke, WV
- NCARB Member Board Executive Workshop – February 27, 2025
 - Philadelphia, PA
- NCARB Regional Summit Feb. 28 – March 1, 2025
 - Philadelphia, PA