Illinois Department of Financial and Professional Regulation
Division of Professional Regulation
OPEN MINUTES

Open Minutes: Illinois Board of Interior Design Professionals
Date: May 16, 2013
Time: 11:03 am
Location: Springfield Office, Room 376

Board Members Present: Joan Kaufman, Member
Paula Lutz, Member
Chandana Nandi, Public Member
Shawn P. O’Donahue, Member

Board Members Absent: None

The Board Members present constituted a quorum of the Board.

Guests Present: None

Staff Present: M. David Brim, Board Liaison
Keri J. Ginger

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<th>Topic</th>
<th>Discussion</th>
<th>Action</th>
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<td>I. GUESTS, COMMENTS:</td>
<td>Keri Ginger introduced M. David Brim to the Board as the new Board Liaison. The Board thanked Ms. Ginger for her work as Liaison and wished her the best in her new duties.</td>
<td>Meeting called to order at 11:03 am.</td>
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<td>It was requested that CIDQ membership be placed on the agenda under Old Business.</td>
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<td>II. ANNOUNCEMENTS, CORRESPONDENCE:</td>
<td>M. David Brim let the Board know that the schedule for Fiscal Year 2014 was in their packets and that the schedule included the dates of the other Board meetings for which he is responsible.</td>
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<td>M. David Brim shared with the Board that the proposed amendments to the Administrative Rules had been submitted to the Governor’s Office for review prior to submittal to JCAR. One addition to the proposed amendments was that the late fee is being increased from $20 to $50. He will notify the Board when the proposed amendments are submitted to JCAR and published in the Illinois Register for the public review.</td>
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Joan Kaufman shared with the Board that Christine Birkenstall had resigned from the Board and has moved with her husband to upper New York State near Rochester.

Ms. Nandi stated that she would be retiring from the Board as of July 1, 2013. The Board expressed their best wishes and that she will be missed.

Chris Pearson’s term expired and Shawn O’Donahue has been appointed as the new Board member. The Board welcomed Mr. O’Donahue.

The Board discussed vacancies and the procedures for filling vacancies on the Board.

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<th>III. REVIEW AND APPROVAL OF OPEN MINUTES:</th>
<th>M. David Brim, Board Liaison, presented the January 10, 2013 Board meeting minutes (completed by Keri Ginger) for review.</th>
<th>Motion was made and seconded (Lutz/O’Donahue) and passed to accept the January 10, 2013 Minutes as written.</th>
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<td>IV. OLD BUSINESS:</td>
<td>A. CIDQ membership</td>
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<td>Ms. Lutz brought Mr. Brim up to date on the issue of CIDQ membership. Because the Act did not specify that membership in the national organization was required, the Department ceased paying for the membership and no longer approved travel to the CIDQ Annual meetings. As CIDQ is the national organization that creates the examinations, membership in CIDQ is advantageous to Illinois. It was discussed that the Illinois Interior Design Coalition (IIDC) will look into legislation that would change the Act to require membership.</td>
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<td>Ms. Lutz shared the fact that it is now just “CIDQ” as they have dropped the “N”. The certificate holders will shortly be able to use “NCIDQ” as an appellation.</td>
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<td>V. NEW BUSINESS:</td>
<td>A. Election of Officers</td>
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<td>The Board discussed the issue of a quorum if the vacancies are not filled.</td>
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<td>Motion was made, seconded (Lutz/O’Donahue) and passed nominating Joan Kaufman as Chair. Elected unanimously.</td>
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<td>Motion was made, seconded (Kaufman/Nandi) and passed nominating Paula Lutz as Vice-</td>
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| Motion to go into Closed Session: | Roll Call:  
Joan Kaufman  
Paula Lutz  
Chandana Nandi  
Shawn P. O’Donahue | Chair. Elected unanimously.  
Motion was made, seconded (Lutz/Kaufman) and passed to go into Closed Session pursuant to the Open Meetings Act at 11:48 am. |
|---------------------------------|---------------------------------------------------------------|
| VI. CLOSED SESSION:             | A. Review of Closed Minutes  
Motion was made, seconded (Kaufman/Lutz) and passed to accept the January 10, 2013 Closed Minutes as written  
B. Application Review  
The Board reviewed applications for licensure pursuant to Sections 1255.20 and 1255.50 of the Administrative Rules. | Motion was made, seconded (Kaufman/Lutz) and passed to move out of Closed Session at 12:48 pm. |
| Motion to move out of Closed Session: | The Board reviewed and made recommendations for 5 applications for Registered Interior Designer pursuant to Section 1255.20 of the Administrative Rules and 3 applications for Registered Interior Designer pursuant to Section 1255.50 in Closed Session. (Action sheets 13-1073 through 13-1077) | Motion was made and seconded (Lutz/Kaufman) to accept the recommendations made in closed session. Motion carried.  
The Board signed the Action Sheets. |
| VII. APPLICATION REVIEW: | Ms. Kaufman welcomed Mr. O'Donahue as a new member of the Board, thanked Ms. Nandi for her participation on the Board, thanked Ms. Ginger for her work as Board Liaison, and welcomed Mr. Brim as the new Board Liaison. |
| VIII. BOARD CHAIRMAN TIME: | Mr. Brim thanked Ms. Ginger for introducing him to the Board, and thanked the Board for its welcome. The next scheduled meeting of the Board is September 20, 2013 in Chicago. |
| IX. BOARD LIAISON TIME: | Motion was made, seconded (Lutz/O’Donahue) and passed to adjourn the meeting. The Meeting adjourned at 12:55 pm. |
| X. ADJOURNMENT: | | |